

7<sup>th</sup> November 2023

Minutes of the **Main Meeting** for Stantonbury Parish Council held on **Wednesday 18th October 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**

	<b>Chair's Welcome and Introduction to meeting</b>	<b>Actions</b>
113/23	<p><b>Present:</b> Cllr Sandra Kennedy Cllr Peter Kirkham Cllr Ann Ronaldson Cllr Paul Baxter Cllr John Warren Cllr Kevin Smith Cllr Derek Northwood Cllr Carol Northwood – Acting Chair for this meeting Cllr Judy Kite Cllr Abid Anwar – Arrived 19:02</p> <p>Donna Moore – Clerk</p>	
114/23	<p><b>Apologies for Absence:</b> Cllr Linda Morgan - <b>9 votes to accept apologies.</b></p>	<b>Resolved</b>
115/23	<p><b>Declarations of Interest:</b> 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. – <b>None</b></p>	
116/23	<p><b>Public Forum for members of the public to speak:</b> 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). <b>1 member of public from Bancroft Pre School for their Grant Application only.</b> <b>1 member of public from Great Linford Football Club for their Grant Application only – joined meeting 19:21.</b></p>	
	<b>Cllr Anwar joined the meeting.</b>	
117/23	<p><b>Chair's Remarks:</b> a) Freedom of information request received. <b>Clerk let Council know the Freedom of Information request had been dealt with after seeking some advice from Breakthrough Communications.</b>  b) MK Can record. <b>Cllr Baxter confirmed the event was a remarkable success.</b></p>	

Signature: **C. Northwood**

Date: **15.11.2023**  
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	c) Street cleaning bags. <b>Clerk brought to the attention of the Council, currently MK City Council are not able to provide street cleaning bags till they have sorted a plan with the new contractor, if our Parish Guardians need bags we are to supply black sacks and the Rangers are to collect the bags.</b>	
118/23	<b>Minutes:</b> Full Council to approve and sign the Minutes of the <b>Main Meeting</b> held on Wednesday 20 <sup>th</sup> September 2023 – <b>Agreed 10 votes for.</b> <b>Resolved</b>	
119/23	<b>Risk Register and Assessment:</b> Council to discuss the progression of previously identified risks and any new risks that may have arisen. – <b>None.</b>	
	Councillor Kennedy Proposed and Seconded by Councillor Ronaldson to move agenda item 128/23 to after 120/23.	
120/23	<b>Grant presentation and Application:</b> Council to review and discuss the grant application received from Bancroft Pre School. A representative to pitch to the Council for £1000. <b>Grant representative introduce themselves and explained the funding would be for replacing the playground surface. Councillors raised some questions, and all questions were answered.</b>	
	<b>Grant representative left meeting and the Clerk confirmed she would contact them with the outcome. 19:20pm</b>	
128/23	<b>Grant presentation and Application:</b> Council to review and discuss the grant application received from Great Linford Football Club. A representative to pitch to the Council for £1000. <b>Grant representative introduce themselves and explained the funding would be for equipment for the children at the football club. Councillors raised some questions, and all questions were answered.</b>	
	<b>Grant representative left meeting and the Clerk confirmed she would contact them with the outcome. 19:30pm</b>	
121/23	<b>Reports:</b> a) Crimewave Report – <b>Council requested a more detailed report, office to speak to Crimewave – Council acknowledged 10 votes for.</b> b) Parish Ranger Supervisor report – <b>Council request more details on the report – Council acknowledged 10 votes for.</b> c) Enforcement Officer Report - <b>Council acknowledged 10 votes for.</b> <b>Agreed</b>	<b>KF</b> <b>DO</b>
122/23	<b>Finance Reports:</b> a) Payments Due over £1000 October 2023 – <b>Agreed 10 votes for.</b> b) Bank Summary September 2023 – <b>Agreed 10 votes for.</b> c) Payments Made September 2023 – <b>Agreed 10 votes for.</b>	<b>RFO</b>

	<p>d) Community Hub Summary Income and Expenditure YTD 2023/24 – <b>Agreed 10 votes for.</b></p> <p>e) Q2 - Quarterly Income and Expenditure Report 2023/24 – <b>Agreed 10 votes for.</b></p> <p>f) Q2 - Quarterly Budget Variance Report 2023/24 – <b>Agreed 10 votes for.</b></p> <p>g) Q2 - Quarterly Payments over £500 for website – <b>Agreed 10 votes for.</b></p> <p style="text-align: right;"><b>Resolved</b></p>	
123/23	<p><b>Winter Newsletter:</b> Full Council to approve draft Newsletter. <b>Full Council approved the Newsletter and request to pass their praise to the office for a well put together newsletter. – Agreed 10 votes for.</b></p> <p style="text-align: right;"><b>Agreed</b></p>	<b>KF / ST / TC</b>
124/23	<p><b>Update on AGAR 2022-2023</b></p> <p>a) Council to note email query from PKF Littlejohn, External Auditor received 12/09/23– RFO provided information requested on 14/09/23 - <b>Full Council acknowledged 10 votes for.</b></p> <p>b) Council to note Completion of Audit letter received from PKF Littlejohn, External Auditor on 25/09/22 – See External Auditor Report in which it was states that no matters have come to their attention giving cause for concern. In accordance with The Accounts and Audit Regulations 2015 (SI2015/234) a public notice has been published - <b>Full Council acknowledged 10 votes for.</b></p> <p style="text-align: right;"><b>Agreed</b></p>	
125/23	<p><b>Community Hub Terms and conditions</b> Full Council to agree revised Terms and Conditions. <b>Council agreed 10 votes for.</b></p> <p style="text-align: right;"><b>Resolved</b></p> <p><b>Council have requested office to look at Public Liability cover for small groups and organisations, would they need to have a public liability insurance or can they be covered on ours.</b></p> <p style="text-align: right;"><b>Noted</b></p>	<b>RFO</b>
126/23	<p><b>Clothing bank money:</b> Full Council to agree where to allocate money. <b>Council wanted to leave the funds in the income budget code and to allocated it later in year.</b></p> <p style="text-align: right;"><b>Agreed</b></p>	<b>RFO</b>
127/23	<p><b>Street Trading:</b> Oakridge Park has been added to Street Trading list, does Council wish to leave a comment. <b>Council to place a post on social media to let the residents know they can leave comments, Council wanted to highlight to MK City Council the concern over litter as it might increase, and they might need to install more bins.</b></p> <p style="text-align: right;"><b>Agreed</b></p>	<b>TC / KF</b>
128/23	Agenda item moved after 120/23	
129/23	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</b>	

	<p><b>(Administration to Meetings) Act 1960 section (2). – Agreed 10 votes for.</b></p> <p>b) <b>Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting. – Agreed 10 votes for.</b></p> <p style="text-align: right;"><b>Resolved</b></p>	
<b>Confidential - Part 2 - Consideration of matters related to the following items:</b>		
130/23	<p><b>Grant Application:</b> Following on from Agenda item 120/23, Full Council to discuss and vote on Bancroft Pre-school grant application. <b>Councillors agreed the application should be from the Trustees of the premises not the tenant. Trustees should submit a full application to include a copy of their accounts.</b></p> <p><b>Councillors voted against awarding the money to Bancroft Pre-school – 10 votes against.</b></p> <p style="text-align: right;"><b>Resolved</b></p>	<b>TC / RFO</b>
131/23	<p><b>Grant Application:</b> Following on from Agenda item 128/23, Full Council to discuss and vote on Great Linford Football Club grant application. <b>Councillors had long discussion and reviewed different options for this grant application, the majority agreed to award the full amount of £1,000. Agreed 7 votes for, 3 abstained.</b></p> <p style="text-align: right;"><b>Resolved</b></p>	<b>TC / RFO</b>
132/23	<p><b>Levelling Up Grant Application:</b> Clerk to update Council and see how they wish to proceed. <b>Clerk made Council aware the 3<sup>rd</sup> party organisation wish for payment up front, Council had concerns if attendance were low, we would still be liable for payment, Council agreed risk was too great, and to cancel grant application and support MK City Council with their adult learning courses. – Agreed 10 votes for.</b></p> <p style="text-align: right;"><b>Resolved</b></p>	<b>TC</b>

**Meetings closed 9:00pm**