

15th December 2023

Minutes of the **General Purposes Committee Meeting** held on **Wednesday 13th December 2023 at 9.30am** at Stantonbury Parish Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX.

Minutes

28/23	Welcome and Introduction to General Purposes Committee meeting.	Actions
29/23	<p>Present: Cllr Kevin Smith Cllr Ann Ronaldson Cllr Paul Baxter Cllr Peter Kirkham - Chair Cllr Abid Anwar – Arrived 9:48</p> <p>Donna Moore – Clerk</p>	
30/23	Apologies for Absence: - None	
31/23	<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>	
32/23	<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). - 1 Member of public attended after this session had closed.</p>	
33/23	Chair's Remarks: - None.	
34/23	<p>Minutes: To approve and sign the Minutes of the General Purposes Committee held on 6th September 2023. Committee agreed the minutes, 4 votes for.</p> <p style="text-align: right;">Resolved</p>	
35/23	<p>Risk Management: No accidents or incidents reported to the Council which took place on property or land owned by the Council. – Noted.</p>	
36/23	<p>Waste Management: Committee to review and discuss draft brief. Committee had no concerns with draft brief, Committee wish to check with other Parish Councils who they use and to ask Rangers and our Environmental Enforcement Officer if they feel there is a need for more bins. – Agreed.</p>	DO/NC/ KF

Signature: **P. Kirkham**

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37/23	<p>Asbestos Report: Following on from Agenda items 11/23 The Parish Office has received a report to say there is no Asbestos in the Chambers ceiling. Committee acknowledge report.</p> <p style="text-align: right;">Noted</p>	
38/23	<p>RAAC Concrete: Committee to review guidance and consider is there a need to arrange inspection for all 3 locations. Committee request staff to find the details and to check the surveys for the Wylie and Parish Office. This then to be discussed at a future Main Meeting to allow Full Council to discuss.</p> <p style="text-align: right;">Agreed</p>	KF/TC
39/23	<p>Building inspections: Committee to acknowledge new documents created to review current conditions of our buildings. Committee reviewed the inspections and wish for a completed box and page numbers to be added, and more comments about when the work will be completed and the form to be done every quarter for the General Purposes Meetings.</p> <p>Committee agreed for the Wylie Building to only address the issues that are Health and Safety related, Staff to arrange for a Commercial Estate agent to attend a give a valuation on the property / land. Committee have also requested the Rangers are to be moved to the Main Office. 5 votes for.</p> <p>Committee agreed for the Community Hub to address the issue with the slope being too steep at the Entrance. Also, the need for barriers to protect the paving slabs, and we need to regularly be checking the CCTV for block bookings to make sure they are leaving when they should. 5 votes for.</p> <p>Committee agreed for the Parish Office to look at the electric automated door for the entrance, and to address all the items in the immediate plan (bubbly paint, panic alarm) and to asked Full Council to discuss a plan for the old computers we have. 5 votes for.</p> <p style="text-align: right;">Agreed</p>	KF/TC/ DO/DM
40/23	<p>Parish Office: Committee to review and acknowledge the report confirming no damp is present in the Parish Office. Committee acknowledge the report and request Clerk to arrange the Rangers treat the affected areas in the new year. The office staff to work off site.</p> <p style="text-align: right;">Agreed</p>	KF/DO/ NC/DM/ RFO/ST /TC
41/23	<p>Operational work schedules: Committee to review work schedules. Committee agreed going forward this would be discussed in a Private and Confidential section of the meeting. Also, to note the Parish Ranger work schedule was not submitted. Clerk to chase Supervisor.</p> <p style="text-align: right;">Agreed</p>	DM/DO

Meeting closed 11:10am

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