

10th May 2024

You are summoned to attend a meeting of the Full Council of Stantonbury Parish Council, on **Wednesday 15th May 2024 at 7pm at The Stantonbury Parish Council Office, 126 Kingsfold, Bradville, Milton Keynes, MK13 7DX**, when the business set out in the following agenda will be transacted.

D Moore

**Donna Moore
Clerk**

Stantonbury Parish Council

If any resident wishes to attend, they can do so in person or on the below teams meeting link.

Join Teams Meeting

[Join the meeting now](#)

Meeting ID: 397 760 603 581

Passcode: thsdhX

AGENDA

	Chair's Welcome and Introduction to meeting
01/24	Present:
02/24	Apologies for Absence:
03/24	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.
04/24	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).
05/24	Chair's Remarks: a) Reminder Councillors about declaring an interest – See backing paper.
06/24	Minutes: a) Full Council to approve and sign the Minutes of the Main Meeting held on Wednesday 17 th April 2024 – See backing paper. b) Annual Meeting to approve and sign the Minutes of the Meeting held on Wednesday 8 th May 2024 – See backing paper. c) Finance Committee to approve and sign the Minutes of the Finance Meeting held on Friday 3 rd May 2024 – See backing paper.

	<p>d) Annual Parish Meeting (Meet the Councillors) to approve and sign the Minutes for the Meeting held on Wednesday 1st May 2024 – See backing paper.</p> <p>e) Community Hub Committee to approve and sign the Minutes for the Meeting held on Friday 10th May 2024 – See backing paper.</p> <p>f) Community Projects Committee to approve and sign the Minutes of the Community Projects Meeting held on Wednesday 6th March 2024 – See backing paper.</p> <p>g) Community Projects Committee to approve and sign the Minutes of the Community Projects Meeting held on Wednesday 3rd April 2024 – See backing paper.</p>
07/24	<p>Risk Register and Assessment: Council to discuss the progression of previously identified risks and any new risks that may have arisen.</p>
08/24	<p>Standing Orders: Full Council to consider recommendations made by Finance Committee and approve. – See backing paper.</p>
09/24	<p>Councillors Allowance Policy: Full Council to consider recommendations made by Finance Committee and approve. – See backing paper.</p>
10/24	<p>Councillors Allowance: Does the Chair wish to claim the full Chair allowance of £1832.40. Do the elected Councillors wish to claim the full Basic allowance of £916.20.</p>
11/24	<p>Grant and Donation Policy: Full Council to consider recommendations made by Finance Committee and approve. – See backing paper.</p>
12/24	<p>Community Hub Terms and Conditions: Full Council to consider recommendations made by Community Hub Committee and approve. – See backing paper.</p>
13/24	<p>Licence Application: Roman Park Residents Club (Second Licence), 1 Constantine Way, Bancroft Park, Milton Keynes, MK13 0RA – See backing paper. Does the Council wish to make a comment about the extension of opening hours?</p>
14/24	<p>Finance Reports:</p> <p>a) Payments Due over £1000 May 2024 – See backing paper.</p> <p>b) Bank Summary April 2024 – See backing paper.</p> <p>c) Payments Made April 2024 – See backing paper.</p> <p>d) Community Hub Summary Income and Expenditure YTD 2024/25 – See backing paper.</p>

15/24	Bank Transfer: Council to agree to the transfer of £125,000 from the COOP Current Account to CCLA PSDF in both May and September 2024, after receipt of precept instalments.																																						
16/24	Payment: Full Council to retrospectively agree the payment made to The Community Heartbeat Trust of £8478.00.																																						
17/24	<p>Committees: - See backing paper</p> <p>a) Council to review the Committees structures. b) Council to vote to dissolve any Committee/s. c) Council to agree Terms of References for Committees.</p> <ol style="list-style-type: none"> i. Allotment Committee ii. Community Hub Committee iii. Community Projects Committee iv. Finance Committee v. General Purposes Committee vi. Human Resources Committee <p>d) Council to appoint members to each committee. e) Committee members to elect their Chair.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Committees</th> <th style="width: 33%;">Councillors elected to the Committee</th> <th style="width: 33%;">Chair for the Committee</th> </tr> </thead> <tbody> <tr> <td>Allotment Committee</td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Community Hub Committee</td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Community Projects Committee</td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Finance Committee</td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>General Purposes Committee</td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Human Resources Committee</td> <td></td> <td></td> </tr> </tbody> </table>			Committees	Councillors elected to the Committee	Chair for the Committee	Allotment Committee						Community Hub Committee						Community Projects Committee						Finance Committee						General Purposes Committee						Human Resources Committee		
Committees	Councillors elected to the Committee	Chair for the Committee																																					
Allotment Committee																																							
Community Hub Committee																																							
Community Projects Committee																																							
Finance Committee																																							
General Purposes Committee																																							
Human Resources Committee																																							
18/24	Schedule of Meetings for 2024-2025: Council to agree the Schedule of Council Meetings for 2024-2025 - See backing paper.																																						
19/24	Milton Keynes Ward Boundary Review Consultation – See backing paper. Full Council to discuss the consultation and agree next steps.																																						
20/24	<p>Reports:</p> <p>a) Parish Ranger Supervisor Report – See backing paper. b) Enforcement Officer Report – See backing paper. c) Planning Report – See backing paper.</p>																																						

	<p>d) Crimewave Report – See backing paper. e) TSID Report – See backing paper. f) Community Hub – See backing paper.</p>
21/24	<p>Job Club: Council to discuss moving Milton Keynes Job Club services to the Parish office instead of The Community Hub.</p>
22/24	<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). b) Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting.</p>
	<p>Confidential - Part 2 - Consideration of matters related to the following items:</p>
23/24	<p>Flexible working request: Full Council to consider recommendations made by Human Resources Committee reference Flexible working request. – See backing paper.</p>
24/24	<p>Maternity Leave cover: Full Council to consider recommendations made by Human Resources Committee reference the Contract for the temporary member of staff. – See backing paper.</p>
25/24	<p>Flexible working request: Full Council to consider recommendations made by Human Resources Committee reference Flexible working request. – See backing paper.</p>