

12th July 2024

Minutes of the **Main Meeting** for Stantonbury Parish Council held on **Wednesday 19th June 2024 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	Action
40/24	<p>Present Cllr Linda Morgan Cllr Peter Kirkham Cllr Ann Ronaldson Cllr Paul Baxter Cllr John Warren Cllr Kevin Smith - Chair Cllr Derek Northwood Cllr Carol Northwood Cllr Sandra Kennedy Cllr Judy Kite Cllr Abid Anwar – Arrived at 19:10</p> <p>Donna Moore – Clerk</p>	
41/24	<p>Apologies for Absence Cllr Anwar to accept for lateness – 10 votes for.</p>	
42/24	<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.</p> <p>Cllr Kirkham for agenda item 45/24.</p>	
43/24	<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).</p> <p>2 members of the public attended they have no comments to make in this section of the meeting.</p>	
44/24	<p>Chair's Remarks Crimewave, to discuss backdated invoice received for installations and the increase in moving cost.</p> <p>Council was made aware the office has disputed an invoice received from Crimewave reference 19 camera movements.</p>	

Signature: **K. Smith**

Date: **17.07.24**
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	<p>Also, we have received notification that the costs from Ringway to install the cameras have increased from £90.00 to £225.00.</p> <p style="text-align: right;">Noted</p>	
45/24	<p>Grant Presentation and Application Council to review and discuss the grant application from Bradville Allotment Tenants (BAT's). Representative to pitch to the Council for £295.35 grant request.</p> <p>A representative from BAT's attended and thanked Councillor Baxter for supporting the Grant application. The Council was made aware the cost had increased by an additional £20.00. Councillors asked questions which were answered, and the Clerk explained to BAT that they would need to send us the receipt as proof of purchase if their application was successful.</p> <p>Decision will be made in the Confidential part of the meeting.</p> <p style="text-align: right;">Noted</p>	
46/24	<p>Internal Audit To discuss and review the Internal Audit, the conclusion of the report is:</p> <p>After considering the issues identified, and actions taken in our opinion the Parish Council can take some assurance that the controls upon which the Parish Council relies to manage this area, as currently laid down are operated are consistently applied and effective.</p> <p>Rosebud Consultancy thanked the Council and confirmed most of the issues from the last report are now dealt with. Margaret urges us as a priority to look into the Staff handbook and to address staff cover.</p> <p>Chair asked if anyone had any questions, Cllr Ronaldson raised concern over staff cover rating – Margaret advised if the Council wished, she would increase the rate.</p> <p>The Council voted – 5 votes for, 5 votes against 1 abstained. The Chair used a casting vote and voted against changing it.</p> <p>Resolved the report is to remain as is.</p> <p style="text-align: right;">Agreed</p>	DM
47/24	<p>Annual Governance Statement 2023/2024 (Section 1) To consider and populate where applicable and approve and sign the Annual Governance Statement 2023/24.</p> <p>Council wanted to recognise and pass on their thanks to our RFO for her work on the AGAR.</p> <p>Chair read each paragraph in the sections. Council voted and agreed on section 1 – 11 votes for. Council voted and agreed on section 2 – 11 votes for. Council voted and agreed on section 3 – 11 votes for. Council voted and agreed on section 4 – 11 votes for. Council voted and agreed on section 5 – 11 votes for.</p>	RFO

	<p>Council voted and agreed on section 6 – 11 votes for. Council voted and agreed on section 7 – 11 votes for. Council voted and agreed on section 8 – 11 votes for. Council voted that Section 9 was not applicable -11 votes for.</p> <p style="text-align: right;">Resolved</p>	
48/24	<p>Accounting Statements 2023/24 (Section 2) To consider and populate where applicable and approve and sign the Accounting Statements 2023/24. Chair asked if there were any questions, no questions were raised. Full Council agreed – 11 votes for.</p> <p style="text-align: right;">Resolved</p>	RFO
49/24	<p>Unused Assets Council to discuss our unused assets and to agree what to do with them. Full Council agreed to clear the data on the computers and arrange for them to be donated. Office staff to place an advert in the next newsletter. - Agreed 11 votes for.</p> <p style="text-align: right;">Resolved</p>	KF
50/24	<p>Resident letter/Councillors Letter – Service Charge Council to discuss how they wish to proceed following letter received by Cllr Ronaldson querying service charge. Council extensively discussed the letter, but we understand that we are unable to assist the Council tenants as we have no control over MK City Council charges.</p> <p style="text-align: right;">Noted</p>	
51/24	<p>Dog Waste Contract Council to discuss and agree contract supplier for our Dog Waste Services. Council discusses our current dog waste provider. Cllr Ronaldson suggests going forward to ask the contractor if we could place a sticker on our bins with their contact details on it.</p> <p>Council voted. Option 1 – 3 votes for Option 2 – 8 votes for</p> <p>Agreed to option 2 - Marcus Young.</p> <p style="text-align: right;">Agreed</p>	DO KF
52/24	<p>Meeting Schedule – 2024/2025 Council to note/agree to meeting schedule which runs from May 2024 to May 2025. Chair brought to the attention that the Council might want to consider having some committee meetings in the evening and potentially moving the Main Meeting. Council at this time agreed to remain as we are – Council agreed to the meeting schedule - 11 votes for.</p> <p style="text-align: right;">Agreed</p>	TC
53/24	<p>Risk Register and Assessment Council to discuss the progression of previously identified risks and any new risks that may have arisen.</p> <p>a) Damaged to the acoustic panels at the Community Hub.</p>	

	<p>Clerk advised some acoustic panels at the Community Hub have been damaged and it is unclear who caused this damage, this will be discussed at the next Community Hub Committee meeting.</p> <p>A question was raised about whether we can install CCTV, Cllr Kite raised concerns over having it inside the main hall. Office to look into.</p> <p>b) Council to note there is a delay in completing some requirements for the Annual meeting in the Standing Orders. - Clerk explained there are some items in our Standing Orders not completed.</p> <p style="text-align: right;">Noted</p>	ST
54/24	<p>Finance Reports</p> <p>a) Payments Due over £1000 June 2024 - Clerk informed the Council that two payments are on hold until the queries are resolved. – Agreed 11 votes for.</p> <p>b) Bank Summary May 2024 – Agreed 11 votes for.</p> <p>c) Payments Made May 2024 – Agreed 11 votes for.</p> <p>d) Community Hub Summary Income and Expenditure YTD 2024/25 – Agreed 11 votes for.</p> <p style="text-align: right;">Agreed</p>	RFO
55/24	<p>Schedule of Charges</p> <p>As per financial regulations 9.3 - Council to review our fees and charges annually.</p> <p>Office to look into the costs of printing and to make sure we cover our costs. Councillors raised no other concerns on charges.</p> <p style="text-align: right;">Agreed</p>	DM
56/24	<p>£106 Funding – Defibrillator (New Bradwell Cricket Club).</p> <p>Full Council to retrospectively agree the payment made to The Community Heartbeat Trust of £2826.00. – Agreed 11 votes for.</p> <p style="text-align: right;">Resolved</p>	RFO
57/24	<p>Bench Kingsfold playpark</p> <p>Council to agree to replace backless bench missing from Kingsfold Play Park at a cost (including fixings) of £241. Ex VAT. Please be aware could be a £90.00 delivery charge.</p> <p>Council agreed to wait till the new play park is installed and to speak to Phil Snell at MK City Council for an update. To recommend that all future benches are concreted in. – Agreed 11 votes for.</p> <p>Council also requested Rangers to do more checks on our playparks and external assets.</p> <p style="text-align: right;">Agreed</p>	DM DO
58/24	<p>Newsletter</p> <p>Council to discuss the latest Newsletter letter and costings.</p> <p>a) Council to note there is an additional charge of £612.23 for delivery to the Spring edition. – Council noted.</p> <p>b) Council to discuss the paper grade due to the increase in costs. – Councillors agreed to return to the previous (winter 2023 edition) quality paper due to the increased costs. - Agreed 11 votes for.</p> <p style="text-align: right;">Agreed</p>	KF

59/24	<p>CIF Working Group Council to discuss potentially setting up a working group to investigate the suggestions received in relation to the Community Infrastructure Fund.</p> <p>Council agreed to set up a working group, the first meeting is on 25th June at 2:00 pm. Councillor volunteered are: Cllrs Morgan / C Northwood / D Northwood / Baxter / Smith.</p> <p style="text-align: right;">Agreed</p>	TC
60/24	<p>Youth Club Council to note MK Dons have not provided us with a Youth Club. Council can now consider alternative organisations.</p> <p>Clerk needs to speak to MK Dons and give them one more chance, as concerns were raised about the suggested third parties.</p> <p style="text-align: right;">Noted</p>	DM
61/24	<p>4-Year Plan Council to review 4-Year Plan and discuss potentially setting up a working group.</p> <p>Council agreed to set up a working group and to provide regular updates to Main Council.</p> <p>1st meeting date is to be confirmed and the invite will go to the Chairs of the Committees and HR Committee to nominate from their committee. - Agreed 11 votes for.</p> <p style="text-align: right;">Agreed</p>	DM
62/24	<p>Agenda's Full Council to discuss to place all Council and Committee agendas on every notice board within our Parish.</p> <p>Full Council discussed and agreed to place all Agendas going forward on all Parish Notice boards. Agreed 9 votes for, 2 against.</p> <p style="text-align: right;">Agreed</p>	ALL Staff
63/24	<p>RAAC Concrete – Deferred from Main Meeting agenda item 211/23 and agenda item 222/23. Council to review and discuss options.</p> <p>Council discussed and agreed with Option 3 – 11 votes for. Agreed option 3 - Lamont Associates</p> <p style="text-align: right;">Agreed</p>	KF
64/24	<p>Minutes Full Council to approve and sign the Minutes of the Extraordinary Main Meeting held on Wednesday 22nd May 2024. – Agreed 11 votes for</p> <p style="text-align: right;">Resolved</p>	
65/24	<p>Reports</p> <p>a) Parish Ranger Supervisor report – Agreed 11 votes for. b) Enforcement Officer Report – Agreed 11 votes for. c) Planning Report – Agreed 11 votes for.</p> <p>d) Crimewave Report May – Chair wished to know who had asked for the camera to be taken down in Edwards Crofts, going forward a procedure</p>	TC / DM

	<p>will be put in place. Council requested to move the Kingsfold camera to Crosslands, Albany Court camera to discuss at the next meeting.</p> <p>e) TSID Report – Agreed 11 votes for.</p> <p>f) Community Hub – Agreed 11 votes for, Council raised concern over cars being parked in carpark, office to arrange a flyer to place on windscreen.</p> <p>g) Parish Forum Report – Cllr Kennedy confirmed for the next meeting, she will provide a written report. Cllr Kennedy explained the Forum is not run how it used to be, unfortunately, more Clerks attend than Councillors. She did confirm she is waiting for the Flood plans for the area and commented that Woodend School in Stantonbury has an underground water course. There was a section in the meeting that talked about the transition from a town, Council is pending presentation slides to be sent through. – Noted.</p> <p style="text-align: right;">Agreed</p>	ST
66/24	<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). – Agreed 11 votes for</p> <p>b) Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting. Agreed 11 votes for</p>	
	Confidential - Part 2 - Consideration of matters related to the following items:	
67/24	<p>Grant Application Following on from Agenda item 45/24. Full Council to discuss and vote on Bradville Allotment Tenants Application.</p> <p>Council agreed to award the application, Cllr Ronaldson proposed and Cllr Baxter Seconded to increase the amount to cover the increase in costs. – Agreed 11 votes for.</p>	TC
68/24	<p>Document Controller Full Council to acknowledge the date the Flexible working request will start from. Clerk updated the Council to make them aware the Flexible working request was to also cover August and not from September. – Acknowledge 11 votes for.</p> <p style="text-align: right;">Noted</p>	

Closed 21:53

Chair requested for all future meetings when we know are going to be long meetings, food is purchased for the Councillors.