

3rd September 2024

Minutes of the **Main Meeting** for Stantonbury Parish Council held on **Wednesday 21st August 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 the meeting	Actions
87/24	<p>Present Cllr Kevin Smith – Chair Cllr Linda Morgan Cllr Sandra Kennedy Cllr Peter Kirkham Cllr Judy Kite Cllr Paul Baxter Cllr Carol Northwood Cllr Derek Northwood Cllr Ann Ronaldson Cllr Iuliana Ratan Cllr Abid Anwar Cllr John Warren</p> <p>Donna Moore – Clerk</p>	
88/24	<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). – None</p>	
89/24	<p>Apologies for Absence – None</p>	
90/24	<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. - None</p>	
91/24	<p>Chair's Remarks Chair updated the Council with concerns over BERF's next meeting on 7th September. The clerk will email Will Rysdale (Head of Housing Delivery) to raise our concerns about the date.</p> <p>To note: The clerk will investigate the email regarding the potential installation of a Forest Garden in Bradville.</p>	<p>DM</p> <p>DM</p>

Signature:.....K Smith.....Date:.....20.09.24.....

92/24	<p>Council to accept nominations and vote on fulfilling the Finance Committee vacancy.</p> <p>The chair asked for nominations for the committee. Councillor C Northwood and Councillor Baxter both volunteered. The chair invited both councillors to explain why they wanted to be on the committee. Each councillor took turns to share their reasons. Then, the councillors proceeded to vote.</p> <p>CLlr C Northwood 6 votes for CLlr Baxter 3 votes for</p> <p>3 Councillors abstained.</p> <p>CLlr C Northwood is now on the Finance Committee.</p> <p style="text-align: right;">Agreed</p>	All Staff
93/24	<p>Financial Regulations Full Council to review and adopt policy. The chair explained that the Finance Committee wanted to stay as close to the NALC template version as possible. The RFO reviewed the recommendations from the Finance Committee and made some comments, which the Finance Committee then reviewed.</p> <p>The Full Council reviewed the policy, made some minor changes, and accepted the policy. – Agreed 12 votes for.</p> <p style="text-align: right;">Agreed</p>	JH / RFO
94/24	<p>Press and Media Policy Full Council to review and adopt policy. Chair recommended removing section 5.3 as it is against our Standing Orders, and to also add in the absence of the Clerk “to consult the Chair,” Councillors agreed – 12 votes for.</p> <p style="text-align: right;">Agreed</p>	JH
95/24	<p>Biodiversity Policy Full Council to review and adopt policy. Full Council raised no concerns - All agreed 12 votes for.</p> <p style="text-align: right;">Agreed</p>	JH
96/24	<p>Retention and Destruction Policy Full Council to review and adopt policy. Full Council raised no concerns – All agreed 12 votes for.</p> <p style="text-align: right;">Agreed</p>	JH
97/24	<p>Complaints Policy Full Council to review and adopt policy. Full Council raised no concerns - All agreed 12 votes for.</p> <p style="text-align: right;">Agreed</p>	JH
98/24	<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) MUGA refurbishment work. – Clerk was updated to say the Parish Ranger was asked to inspect the quality of work, and has raised concerns, so we need to hold onto the payment until the Clerk has spoken to him to understand why.</p>	DM/NC

	b) Council to note there is a delay in completing some requirements for the Annual Meeting in the Standing Orders. – Acknowledge.	
99/24	Unity Bank Council recommended to reinvest £130,000 into a fixed term savings account. Full Council agreed 24 months – Agreed 12 votes for. Resolved	RFO
100/24	Asset Register Full Council to review Asset Register. Chair recommended deferring to the next meeting – Agreed 12 votes for. Agreed	KF/DM
101/24	Finance Reports a) Payments Due over £1000 August 2024 - Agreed 12 votes for. b) Bank Summary July 2024 - Agreed 12 votes for. c) Payments Made July 2024 - Agreed 12 votes for. d) Community Hub Summary Income and Expenditure YTD 2024/25 – Agreed 12 votes for. Resolved	RFO
102/24	Internal Auditor Full Council to discuss appointing an Internal Auditor – Full Council agreed to remain with Rosebud Consultancy for a further year. - 11 votes for 1 abstained. Resolved	DM
103/24	CIF Working Group Full Council to discuss and agree on which option(s) to submit on application form. Chair discussed the backing paper and went through the options, Council agreed to submit two applications. To purchase three TSIDs and replace the entrance door at Community Hub. Council voted on a priority order for applications. The entrance door at Community Hub – 9 votes. 3 x TSID – 3 votes. The council also agreed to purchase ELAN TSID which was recommended by the Ranger Supervisor and to choose Reactive Doors (option A) for the entrance door. - Agreed 12 votes for. To note: Need to make enquiries over Stantonbury Blue Park and consider painting the MUGA. Agreed	JH DM
104/24	Minutes Action list update. Full Council to review action list. Chair recommended deferring to the next meeting – Agreed 12 votes for. To note: To check on Jardines in Stantonbury bleed kit installation. Agreed	DM JH/ KF

Signature:.....K Smith.....Date:.....20.09.24.....

105/24	<p>Minutes Full Council to approve and sign the Minutes of the Main Meeting held on Wednesday 17th July 2024. – Agreed 10 votes for. 2 abstained.</p> <p style="text-align: right;">Resolved</p>	
106/24	<p>Reports</p> <p>a) Parish Ranger Supervisor report - Cllr Kennedy raised concerns over the grit bins – Office to look into whose responsibility they are. - Agreed 12 votes for.</p> <p>b) Planning Report - Councillor Baxter has raised concerns regarding the absence of an application for 29 Jennings in Stantonbury. The council has authorised the clerk to investigate the application and to re-submit the same objection as previously submitted. Should the application differ, the clerk to make the Council aware. - Agreed 12 votes for.</p> <p>c) Crimewave Report July - Full Council agreed to remove from the pending list location the bird feeding problem in Bradville and parking concerns in Bluebridge - Agreed 12 votes for.</p> <p>d) Does Council wish to move any cameras? – Council agreed to move Albany Court camera to Bancroft Park – Agreed 11 votes for 1 abstained.</p> <p>e) TSID Report - Full Council raised no concerns. - Agreed 12 votes for.</p> <p>f) Community Hub - Community Hub Chair updated Full Council regarding the complaint about the white lines. The Council acknowledges that the matter is being handled by the office and MK City Council. - Agreed 12 votes for.</p> <p>g) Boundary Review Report - Full Council raised no concerns - Agreed 12 votes for.</p> <p>h) Dog Waste Bin Report – Cllr Baxter raised concerns over a potential littering concern with our provider, Cllr Baxter to send details to the Clerk - Agreed 12 votes for.</p> <p>To note – Councillors have concerns with our clothing bins as they are not being weighed, Clerk to add this to the next main meeting.</p> <p style="text-align: right;">Agreed</p>	<p>JH</p> <p>KF / DM</p> <p>DM</p> <p>DM</p> <p>ST</p> <p>DM</p> <p>DM</p>
107/24	<p>RAAC Survey update Full Council to review reports. The clerk informed the Council that RAAC was not present at the Allotment toilet, Wylie Building, and the Parish Office. The Community Hub needs further inspection as they could not get access to the roof, and the office is pending the quote.</p> <p>The reports do mention some other concerns that will be discussed at the next Finance Committee meeting. – Council acknowledges.</p> <p style="text-align: right;">Noted</p>	<p>KF</p> <p>DM</p>

108/24	<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). – All agreed 12 votes for.</p> <p>b) Vote to allow a staff member/s to remain in the confidential Part 2 of the meeting. – All agreed 12 votes for.</p> <p style="text-align: right;">Resolved</p>	
Confidential - Part 2 - Consideration of matters related to the following items:		
109/24	<p>Council to discuss staff pension scheme.</p> <p>Chair made Full Council aware that there is a concern with the Pension settings in Xero (Payroll software), Chair confirmed the settings in Xero have now been changed and will come into effect for the August payroll.</p> <p>Chair explained that the Clerk is seeking an independent person to investigate. The Clerk will provide an update for the next meeting. – Council acknowledges.</p> <p style="text-align: right;">Noted</p>	DM
<p>Chair requested councillors to vote to extend the meeting for 15 minutes – Agreed 12 votes for.</p>		
110/24	<p>Council to consider a proposal for the RFO to be instructed to provide enhanced access to Xero for the Chair of Council and Chair of Finance Committee. This to be Full Advisor access including Managing Users and Payroll Admin Permission. If granted, access to be reviewed at the next Annual Meeting or at latest the Main Meeting immediately after.</p> <p>Chair explained the necessity for Councillors to have access, Chair explained that Buckinghamshire Association of Local Council (BALC) had raised concerns over allowing access, but the Clerk confirmed that BALC was not aware of all the information before submitting their response.</p> <p>Council agreed for the Chair and Chair of the Finance Committee to have access. Agreed - 11 votes for.</p> <p>During this discussion, Cllr Ratan left the meeting.</p>	DM

Meeting closed 10:15pm