



**Minutes of the Parish Council Meeting held on  
Monday 14<sup>th</sup> October 2019, 7.30pm at Parish Council office**

**Present:** Councillors Taimyr Boungou-Pouaty (Chair) (TBP), Martin Rudd (Vice-Chair) (MR), Vikas Chandra (VC), Nigel Cox (NC), Glen Dersley (GD), Jenni Ferrans (JF), Paul Grindley (PG) and Jane Harrington (JR).

**Officer:** Mike Galloway (Locum Clerk)

Also: 1 member of the public

- 1) Public open session  
No questions.

65/2019	<b>Apologies:</b> Councillor Kos. Approved
66/2019	<b>Declarations of interest:</b> Cllr Chandra declared an interest in item 78/2019 and indicated he would withdraw from the meeting prior to that item.
67/2019	<b>Decision Required: Minutes of the previous meetings. To approve the draft minutes of the Parish Council extraordinary meeting held on 7th August 2019, the meeting held on 25<sup>th</sup> September 2019 and the extraordinary meeting held on 30<sup>th</sup> September 2019.</b> Minutes of meeting of 7 <sup>th</sup> August queried by Cllr Chandra but his recording of the meeting not available. Consideration deferred to next meeting. Minutes of meeting of 25 <sup>th</sup> September approved subject to the addition of "Resolved that Cllrs Harrington and Rudd to be added as signatories to all accounts" to item 54/2019. Minutes of meeting of 30 <sup>th</sup> September approved.
68/2019	<b>Feedback from councillors each ward team (Kents Hill, Monkston, Monkston Park) on resident complaints and queries.</b> Cllr Grindley asked about Fibre installation work in Kents Hill. Cllr Cox gave an update on Allotments and various details raised by others to be investigated further. Cllr Harrington raised issue about entrance into Monkston Park from Waitrose and lack of visibility due to overgrowing vegetation. Cllr Ferrans to follow up. Cllr Chandra made a point about need for individual councillors to register with the ICO – Clerk advised that this following GDPR and DPA 2018 this was no longer a general requirement, to circulate recent guidance from ICO.
69/2019	<b>Decision required: Finance</b> (fixed item) <b>1. Appeals for funding: To agree appeals for funding.</b> None to consider <b>2. Payments to note:</b> <b>Current Account</b> 19/8 – DD Plusnet broadband £38.40 28/8 – Metro Bank online banking fee. £20.00 August Payroll £2,209.93 19/9 – DD Plusnet, broadband. £38.40 27/9 – FP Armadillo New Media £4,029.81 27/9 – FP DNH Contracts £1,860.00 27/9 – FP RTM Landscapes. £3,540.06 27/9 –Metro Bank online banking fee. £20.00 1/10 MK Play Association £5,940.00 September Payroll £2,209.93 <b>Allotment Account</b> 18/9 – DD Anglian Water £34.50 18/9 – DD Anglian Water £61.91 Payments noted <b>3. Payments to approve:</b> RTM £102 (gate repair) CAB £1,986.50 (outreach work Oct 2019 to March 2020) PKF Littlejohn £480 (external audit fee) Payments approved. <b>4. Following inspections, to consider approval of expenditure on allotment site repairs, missing noticeboard and bins (report).</b> None at present. <b>5. To note report from external auditor on Annual Governance &amp; Accountability Return.</b> External auditor report noted.

70/2019	<p><b>Decision Required: Planning Applications (fixed item):</b></p> <p><b>1. 19/02398/FUL</b> For: Extension of a side two story building with a car port. At: 42 Bridlington Crescent, Monkston, Milton Keynes MK10 9FH. Consultation expires 29th October 2019. Noted there are no first floor plans and only one parking place. Object at this point due to plans and parking.</p> <p><b>2. 19/02550/FUL</b> For: Proposed extension of and first floor link over garage with additional parking. At: 2 Tunbridge Grove, Kents Hill, Milton Keynes MK7 6JD. Consultation expires 5th November 2019. No objection.</p>
71/2019	<p><b>Decision Required: Licencing: None to consider</b></p>
72/2019	<p><b>Decision required: Consultations – to consider response if any:</b></p> <ol style="list-style-type: none"> <li>MKC consultation on Community Infrastructure Fund for 2020 (by 8/11/19). Preference for 2 years and £10,000</li> <li>MKC consultation on Best Practice Recommendations for Local Authority Standards (by 14/11/19). Cllrs to consider further and email comments to clerk. To discuss at next meeting. Cllr Chandra advised he is making his own response.</li> <li>MKC consultation on Planning Local Validation List (by 2/12/19) Defer and consider at next meeting.</li> <li>MKC consultation on Transforming Libraries (by 3/11/19) Cllr Cox pointed out the positive work being done with YMCA with job start scheme. Thought it would be good to link to older persons groups and to extend internet access to Kingston.</li> <li>MKC consultation on Regeneration Strategy: Commitments and Principles document (by 19/11/19) No comment.</li> <li>MKC consultation on proposed payment from s106 funds held (by 14/10/19) No objection to proposed use of funds.</li> <li>MKC consultation on Housing Strategy (25/11/19) No comments.</li> <li>NALC consultation on National Audit Office proposed Code of Audit Practice (by 8/11/19) No comments.</li> </ol>
73/2109	<p><b>Policy and procedure review: To agree adoption of policies and procedures as circulated (report)</b></p> <p>Co-option procedure to be amended “The applicant with the least number of votes cast will be deleted and the vote taken again and again until the number of candidates equals the number of vacancies.”</p> <p>For other policies and procedures to be deferred to later meeting. A task and finish group comprising Cllrs Dersley and Rudd to review over the next three months and propose changes to later meeting.</p>
74/2019	<p><b>To consider appointment of lead councillors and informal task and finish/working groups for key Policy and procedure review: To agree adoption of policies and procedures as circulated (report) aspects, such as:</b> Allotments, Finance, Environment, Communications, Youth Provision</p> <p>Groups to meet and make recommendations to council including any need for any formal committees in the longer-term. (Note the working groups are not committees. No decisions can be made unless separately listed on the agenda as a matter for decision.)</p> <p>Resolved to set-up the following groups, members as shown. Each working group to make own arrangements to meet as considered appropriate.</p> <p><b>Allotments:</b> Cllrs Cox, Dersley and Grindley.</p> <p><b>Finance:</b> Cllrs Bounou-Pouaty, Chandra and Rudd</p> <p><b>Environment:</b> Cllrs Cox, Ferrans, Grindley and Harrington</p> <p><b>Communications:</b> Cllrs Bounou-Pouaty, Chandra and Kos</p> <p><b>Youth Provision:</b> Cllrs Bounou-Pouaty, Cox, Dersley, Kos and Rudd</p> <p><b>Crime and Disorder:</b> Cllr Ferrans to liaise with police to arrange a meeting and update other cllrs</p> <p><b>Newsletter:</b> Whilst under remit of Communications Working Group, Cllr Harrington to undertake producing newsletter to go to studio to produce artwork and printing.</p>
75/2019	<p><b>To consider appointment of a staffing committee which should meet on an ad-hoc basis as required.</b></p> <p>Initial members to be members of HR working group (which should continue in operation at present). Grievance Panel to be appointed as a sub-committee of the staffing committee so it may if necessary, meet as a formal sub-committee. To agree initial terms of reference and delegation.</p> <p>Defer until after councillor training with any decisions needed in the meantime to be made by full council, if need be by organising an extraordinary meeting. HR Working Group to consider and make recommendations.</p>

76/2019	<p><b>Councillor Training: To consider councillor training</b> Budget provision of £2,000 made, with training arranged to be after current vacancies filled.</p>
77/2019	<p><b>Exclusion of Press &amp; Public</b> To resolve that under the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.</p>
78/2019	<p><b>Staffing: To consider report and recommendations from HR Working Group and make any necessary decisions.</b> Verbal update provided. Resolved to confirm that Mike Galloway to continue as Locum Clerk and be paid on same hourly rate as clerk. Hours to be agreed with Chair and Vice-Chair. Approved, proposed Cllr Boungou-Pouaty, seconded Cllr Rudd. Cllr Chandra withdrew from the meeting. Resolved to make budget provision of £3,000 to cover potential legal advice, necessary decisions to be delegated to Locum Clerk in conjunction with Chair and Vice-Chair. Approved, proposed Cllr Boungou-Pouaty, seconded Cllr Rudd.</p>

**Meeting ended at 21:30.**

**Minutes as amended at meeting on 13<sup>th</sup> January 2020**