



**Minutes of the Parish Council meeting held on Wednesday 15<sup>th</sup> April 2020 at 7.30  
via Microsoft Teams**

**Present:** Cllrs Taimyr Boungou-Pouaty (TBP) – Chair, Jane Harrington (JH), Jenni Ferrans (JF), Sharon Smith (SS), Glen Dersley (GD), Paul Grindley (PG), Nigel Cox (NC), Vikas Chandra (VC), Dan Hippey (DH)

**Attending:** Abi Bassett – Clerk

There were no members of the public present

140/2019	<b>Decision required: Apologies</b> None received <b>NOTED</b>
141/2019	<b>Declarations of interest:</b> Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered. <b>VC declared an interest in agenda item 151/2019 and indicated that he would leave the meeting. NOTED</b>
142/2019	<b>Minutes of previous meeting:</b> To agree and approve as a true and correct record the minutes of the Council meeting held on 9 <sup>th</sup> March 2020 and the extraordinary meeting held on 24 <sup>th</sup> March 2020. <b>The minutes of the meeting held on 9<sup>th</sup> March were unavailable for approval. The minutes of the extraordinary meeting held on 24<sup>th</sup> March 2020 were NOTED</b>
143/2019	<b>Finance:</b> a) <b>Payments to note</b> Payment list circulated to members. <b>NOTED</b> b) <b>Payments to approve</b> None c) <b>Applications for funding</b> None to consider
144/2019	<b>Planning Applications:</b> To agree any formal comments or objections to planning applications. <b>Application no: 20/00823/FUL</b> <b>Proposal:</b> Erection of a four storey dwelling with basement. At: 38 Queensbury Lane, Monkston Park, Milton Keynes, MK10 9PQ. Expiry date for comments 1 <sup>st</sup> May 2020. <b>Council object on the grounds that the new application is not materially different to the original application that was withdrawn. SS to circulate wording to members and Clerk for official response.</b>
145/2019	<b>Licensing Applications:</b> To agree any formal comments or objections to licensing applications. Local Government (Miscellaneous Provisions) Act 1982. Street Trading Consent – Renewal Renewal application to sell: Hot takeaway food. Hours applied for Monday to Saturday 17.00 – 23.00. Expiry dates for comments 23 <sup>rd</sup> April 2020. <b>Clerk to request that the licence holder provides a litter bin and ensures the site is cleared of litter before leaving each night.</b>
146/2019	<b>Decision required: Ratification of Delegated authority for business continuity. Council to consider the statement below and to agree to adopt it in line with Financial Regulations 4.5-4.6</b> <b>Proposed statement of delegated authority:</b> "In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The clerk will further consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the resumption of normal service." <b>Council RESOLVED to agree to the above statement of delegation.</b>
147/2019	<b>Decision Required: Ratification of Covid-19 Committee (previously Task Force):</b> <b>RESOLVED</b> to set up an emergency task force comprising of current task force <b>RESOLVED</b> to delegate authority to the clerk in consultation with the task force to devise and implement an emergency support plan. <b>RESOLVED</b> to agree up to £1000 expenditure to implement the plan from the contingency budget
	<b>Decision Required: Allotment Management:</b> To consider if Council should continue to conduct allotment inspections during Covid-19 lockdown period. Current advice from National Allotment Assoc. is for allotment holders to stay away from their plots if possible, during the period of government restrictions. How would Council manage plots that were overgrown due to tenants self-isolating or falling ill? To consider and agree additional allotment maintenance service (e.g. contractor for 2 hours per week?) <b>Council agreed to continue with allotment inspections during the government restriction period, using discretion with regards to untended plots. Allotment Working Group (NC,PG,SS,GD) to assist the Clerk with physical</b>

148/2019	<b>inspections going forward.</b>
149/2019	<b>Decision Required: HR Committee Chair and Committee Terms of Reference.</b> <b>RESOLVED</b> to agree to amend the Committee's ToR to allow the Committee to elect its own Chair as per usual practise.
150/2019	<b>Decision Required: Decision to exclude the press &amp; public.</b> Under the Public Bodies (Admission to Meetings) Act 1960 s.1(2) "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted..." <b>VC left the meeting</b> <b>RESOLVED to enter private session. Meeting closed to the public.</b>
151/2019	<b>Decision required: HR Matter regarding pay.</b> <b>RESOLVED</b> to agree to Staff pay related matter.

**Date of next meetings:**

**Annual Meeting of Council, Monday 18<sup>th</sup> May 2020, 7.30pm.**

**Ordinary Meeting of Parish Council, Monday 18<sup>th</sup> May 2020 at 7.45pm. Venue TBC.**

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