**Minutes of the Full Council Meeting**  
**MONDAY 8th MARCH 2021, 7.30PM**

**Present: Cllrs Nigel Cox (NC) – Chair,** Glen Dersley (GD), Jenni Ferrans (JF), Lou Fisher (LF), Paul Grindley (PG), Vikas Chandra (VC), Taimyr Boungou-Pouaty (TBP)

**Attending:** Abi Bassett – Clerk/RFO

**Also**: Eleven (11) members of the public

**Public Open Session (Max. 15 mins):**   
A resident asked the Parish Council to consider purchasing defibrillators for the Parish and requested that the item be added to the next agenda for discussion.

**Ward Councillor Report: JF**

* Green Bin Collections will resume w/c Monday 15th March.
* Brinklow roundabout (H8/V11 intersection) is due to be resurfaced at the beginning of Easter, weather permitting

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| 154/2020 | **Apologies:** There were no apologies |
| 155/2020 | **Declarations of Interests:** PG declared a personal interest in agenda item 165/2020 Monkston Park Allotment Fencing **NOTED** |
| 156/2020 | **Decision Required: Minutes of previous meeting:** The draft minutes of the extraordinary meeting held on Monday 22nd February 2021 were agreed and **APPROVED** as a true and correct record |
| 157/2020 | **Minutes of Committee meetings:** To receive the minutes of the HR Committee meeting held on Monday 1st March 2021. **RECEIVED** |
| 158/2020 | **Chairs Announcements**   * The 2021 Census forms have been sent out. Please fill it out and encourage others to do so. * The newsletter is due to go out at the beginning of April. Still looking for content. Members should forward anything they would like included to the Clerk. * The decking work at Sweetlands Corner has been delayed. The Chair will ask MKC for an update. |
| 159/2020 | **Fixed item: Finance**  **a) Payments to note NOTED**  **b) Payments to approve** There were no payments to approve  **c) Appeals for funding** There were no appeals for funding |
| 160/2020 | **Fixed item: Planning Applications/Notifications**. To agree any comments or objections to planning applications. To note Certificates of Lawfulness.  **A) Application no: 21/00498/CLUP.** Proposal: Certificate of lawfulness for loft conversion with rear dormer, hips to gables and 3no.front rooflights at: 6 Penmon Close, Monkston, Milton Keynes, MK10 9ET **NOTED** |
| 161/2020 | **Fixed Item: Decision Required: Licencing Applications** To agree any comments or objections to licencing applications.  **A) LOCAL GOVERNMENT (Miscellaneous Provisions) Act 1982**  **Boroughwide Street Trading Consent –** New application from Cafe2U on 22/02/2021 for a Mobile Coffee Van to trade Boroughwide for the following times:  Monday to Saturday 08:00 – 15:00. Deadline for comments 26th April 2021. **NO COMMENT**  **B) Boroughwide Street Trading Consent –** Newapplication from Really Awesome Coffee on 23/02/2021 for 1 mobile cafe van to trade Boroughwide for the following times: Monday to Sunday 07:30 – 16:30. Deadline for comments 23rd March 2021 **NO COMMENT** |
| 162/2020 | **Fixed Item: Decision Required: Consultations** To consider and agree a response, if any, to current consultations  **A) Draft Development Brief – Land to the rear of Frithwood Crescent.** Milton Keynes Council consultation. Deadline for comments 22nd March 2021. **Residents were invited to voice their opinions to the Council. Council AGREED to pass on all comments to Milton Keynes Council.**  **B) MHCLG consultation on the Model Design Code.** NALC’s questions circulated to members for consideration and response. Deadline for comments 5pm Friday 12th March 2021. **No comment at this stage. The Clerk to facilitate a meeting before Friday 12th March with members to formulate a response** |
| 163/2020 | **Decision Required: Delegated Authority** Council resolved to delegate authority to the Clerk to respond to Licencing Applications, in consultation with members, where the deadline for comments falls between scheduled Council meetings **AGREED** |
| 164/2020 | **Decision Required: Summer Basketball Coaching Programme** Agreed to register interest for a summer basketball coaching programme for 3 hours per week for 6 weeks. Coaching is free of charge, but the PC would be asked to ‘sponsor’ the event by paying £200 to buy 20 basketballs to give away to participants. **AGREED** |
| 165/2020 | **Decision Required: Monkston Park Allotment Fencing** To agree to the proposal from Paul Newman Homes (PNH) to carry out the works below:   1. New 1.8m high chainlink fence to match existing 3m approx. at the Northern end of the allotment site **AGREED** 2. New 1.8m high chainlink fence to match existing with 1m wide gate - 3m approx. total at Southern end of allotment site **AGREED** 3. New 1.2m high timber post and beam fence located on Parish council side of boundary behind plots MP07 - MP08 where the fence is missing **AGREED Council discussed the need to provide a small tunnel under the new fence to allow access for wildlife.**   PNH have also stated that they will carry out a repair to existing post and rail where Contractors have removed to install the streetlight and repair a patch of grass in the carpark. Work to commence after 8th March following Council’s approval. **NOTED** |
| 166/2020 | **Decision Required: Protocol for Marking the Death of a Senior Figure** To agree to follow national protocol until such time as the Parish Council feels it necessary to draft and implement its own policy. **AGREED to follow the National Protocol** |
| 167/2020 | **Decision Required: HR Committee Terms of Reference review** To receive recommendations from the HR Committee regarding proposed amendments to its Terms of Reference (ToR) as listed below:   1. Specialist advice given to the committee (e.g., HR advice) will be made available to other members of the council, as far as confidentiality allows **Council agreed to amend the wording, replacing the word “confidentiality” with the word “law”.** 2. Membership – The Chair of the Council is Ex Officio member of the HR Committee with the other 4 members being elected by Council. 3. Insert “dates for meetings to be approved at the Annual Meeting of Council”. Add “Committee may alter the dates of these meetings as it deems necessary”. 4. Budgetary control for training and recruitment – insert “up to budget maximum”. 5. Remove clause 12.   **AGREED to amend the HR Committee’s Terms of Reference as detailed above.**  The HR Committee will further review the ToR to modify extent of delegation and report back with further recommendations to Annual Meeting of Council. **NOTED** |
| 168/2020 | **Clerk and Councillor Updates** Clerk: Ulverscroft Play Area Consultation is live. Please encourage people to respond.  Notice has been given on the office. Will be vacating by 31st March 2021.  Internal Audit is provisionally booked for end of April, beginning of May. **NOTED**  Councillor:  **JF** Missing hedge at Lilleshall Avenue. JF has asked the HA how they intend to maintain the area now the hedge has been removed. Has also asked Planning Dept at MKC if any planning contravention has occurred by removing the hedge.  S.106 monies available for allotments. JF and the Clerk to work together on submitting a claim.  **GD** asked about faulty streetlights along the path by Monkston School. JF to find out if there is a reason they are all off. |
| 169/2020 | **Items for future discussions:** PG – Defibrillators  VC – Policy Review (Chair and VC to work together in the meantime to review policies)  JF – HR Scheme of Delegation |

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Chair) Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of next meeting: Monday 12th April 2021, 7.30pm.**