



**Minutes of an Ordinary Meeting of the Council
Monday 18 December 2023 at 7.30pm**

Kingston Library, Winchester Circle, Kingston, Milton Keynes, MK10 0BA

Present: Councillor Donna White (Chair) and Councillors Vikas Chandra, Nigel Cox and Jenni Ferrans.

Officers: Lesley Sung (Locum Clerk)

Members of the Public Present: 13

Public Open Session:

1. A member of the public commented on the amount proposed to cover legal fees. He considered the spend to be disproportionate to the size of the Council and considered that this matter should be challenged.
2. A member of the public reported that he had made a complaint to the Council about a financial matter and had not yet received a response.
3. Some of the public present wished to tell of their positive experience of the Council's fitness classes. A attendee of fitness group said she was disappointed that there had not been any communication with the users since the resignation of the fitness instructor. The fitness group requested that the fitness classes continue and wished to know the Council's reasons for stopping the sessions. The group felt that the classes could better serve the community if they were more extensively advertised.

In the absence of the Chair, Councillor Colin Smith, the Vice-Chair, Councillor Donna White, took the Chair for this meeting.

FC 139/23	<p>MINUTES Resolved Unanimously: That the minutes of the Extra-ordinary meeting of the Council held on 4 December, be approved, and signed as a correct record by the Chair, subject to the following amendments:</p> <ol style="list-style-type: none"> 1. Minute FC 126/23 (Minutes) – In resolution 1, the spelling of the name 'Grindlay' is corrected to 'Grindley' 2. Minute FC129/23 (Chair and Vice Chair) – In the last sentence, to replace the word 'and' with 'the'. 3. Minute FC130/23 (Appointment of Temporary Clerk) – to include the name 'Lesley Sung'.
FC 140/23	<p>APOLOGIES FOR ABSENCE Apologies for absence were received from Councillors Colin Smith and Steve Warthall. The Council accepted the apologies.</p>
FC 141/23	<p>DECLARATION OF INTERESTS: None</p>
FC 142/23	<p>FITNESS SESSIONS The Council had received the original project mandate relating to the provision of fitness sessions. The original scope of the project had been to provide a fitness class that would help them build resilience and support their wellbeing.</p>

	<p>Both the Council and the fitness instructor had agreed to terminate the fitness sessions contract and the Council now had an opportunity to re-evaluate the aims of any potential future provision.</p> <p>Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That future provision of fitness classes be given further consideration at the February Council Meeting. 2. That residents be invited to comment on their fitness session experiences and to submit their view about the aims of fitness sessions going forward.
FC 143/23	<p>COUNCIL'S BANK ACCOUNT There was no update available on the setting up of a new bank account.</p>
FC 144/23	<p>PHONE SERVICE CONTRACT This item was deferred to the next meeting of the Council.</p>
FC 145/23	<p>ALLOTMENT MAINTENANCE This item was deferred to the next meeting of the Council.</p>
FC 146/23	<p>MONKSTON COMMUNITY COUNCIL – PROVISION OF A GRANT A grant had been awarded to Monkston Community Centre for half the amount requested, the remainder of the grant to be awarded on the proviso that the Community Centre increased its hire fees to make up a shortfall in the budget.</p> <p>The Clerk advised that it was reasonable to ensure the viability of any organisation before any award is granted to the applicant.</p> <p>The Community Centre had now agreed to increase its hire fees.</p> <p>Resolved: That the remainder of the grant be awarded to Monkston Community Centre.</p> <p>(Note: A recorded vote was requested, and the results were as follows:</p> <p>In favour of the motion: Councillors Nigel Cox, Jenni Ferrans, and Donna White Against the motion: None Abstentions: Councillor Vikas Chandra)</p>
FC 147/23	<p>DOG WASTE AND LITTER BIN EMPTYING CONTRACT The current dog waste and litter bin contractor was Marcus Young Environmental Services (MYES) and the Council considered extending the contract for a further year. The contractor would be willing to extend the contract but was not able to provide a cost until he knew the cost of renewing their landfill licence.</p> <p>Resolved Unanimously: That this matter be considered at the next meeting of the Council when the cost of extending the contract had been confirmed.</p>
FC 148/23	<p>HR COMMITTEE Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That the proposed Terms of Reference for the HR Committee, as submitted, be approved, subject to the deletion of 'whether directly employed or hired as a contractor' in point 2.

	<p>2. That the HR Committee be provided with its own budget of £1,000 to cover staff recruitment and advertising costs.</p> <p>3. That any costs exceeding the budget be referred to Full Council for approval.</p>																														
FC 149/23	<p>PARISH COUNCILLORS – ADVERTISING BUDGET Resolved Unanimously: That the Council agrees a Councillor advertising budget of £200 as a means of recruiting new Councillors to Council vacancies.</p>																														
FC 150/23	<p>LEGAL ADVICE Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That a budget of £1,000 for legal advice relating to a Subject Access Request be approved and that this cost comes from the Council's General Reserve. 2. That use of the budget be delegated to the Clerk, in consultation with the Chair and Vice-Chair of the Council. 																														
FC 151/23	<p>WARM SPACES Milton Keynes City Council had offered the Council an additional grant of £200 to all Town and Parish Council as part of its Warm Spaces initiative.</p> <p>Resolved Unanimously: That the grant of £200 be accepted and given to 'Renew' for it to continue with its warm space initiative.</p>																														
FC 152/23	<p>IN TOUCH PRINTER The Council received an update on the in-touch printer.</p>																														
FC 153/23	<p>AUTHORISATION OF PAYMENTS Resolved Unanimously: That the following list of payments be authorised:</p> <table> <tr> <td>Marcus Young Env Services</td> <td>£1,272.00</td> <td>Dog Bin / Litter Bin Contract</td> </tr> <tr> <td>Charlie and Leo</td> <td>£345.00</td> <td>Print cancellation fee (newsletter)</td> </tr> <tr> <td>Monkston Primary School</td> <td>£540.00</td> <td>Hire of Hall</td> </tr> <tr> <td>Monkston Primary School</td> <td>£90.00</td> <td>Hire of Hall</td> </tr> <tr> <td>Staff</td> <td>£4,087.42</td> <td>Salaries</td> </tr> <tr> <td>HMRC</td> <td>£2,538.66</td> <td>HMRC costs</td> </tr> <tr> <td>LGPS</td> <td>£1,381.63</td> <td>Pension Contributions</td> </tr> <tr> <td>Renew</td> <td>£500.00</td> <td>Grant – Warm Space Initiative</td> </tr> <tr> <td>Hippey Accounting</td> <td>£46.54</td> <td>Payroll Provider</td> </tr> <tr> <td>KeelT</td> <td>£148.32</td> <td>IT Support</td> </tr> </table>	Marcus Young Env Services	£1,272.00	Dog Bin / Litter Bin Contract	Charlie and Leo	£345.00	Print cancellation fee (newsletter)	Monkston Primary School	£540.00	Hire of Hall	Monkston Primary School	£90.00	Hire of Hall	Staff	£4,087.42	Salaries	HMRC	£2,538.66	HMRC costs	LGPS	£1,381.63	Pension Contributions	Renew	£500.00	Grant – Warm Space Initiative	Hippey Accounting	£46.54	Payroll Provider	KeelT	£148.32	IT Support
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FC 154/23	<p>DATES FOR MEETINGS IN JANUARY 2024 Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That an informal pre-budget review be held on 8 January 2024 2. That the next meeting of the Council be held on 15 January 2024. 																														

The meeting ended at 9.45pm

Signed Colin Smith (Chair)

Date 15/1/24