



Minutes of an Extra-Ordinary Meeting of the Council Wednesday 8 May 2024 at 7.30pm

Monkston Community Centre, St Bartholomews, Monkston, Milton Keynes

Present: Councillor Colin Smith (Chair); Councillors Nigel Cox, Jenni Ferrans and Ashish Patel.

Officer: Lesley Sung (Locum Clerk):

Members of the Public: 1

FC 225/23	<p>APOLOGIES FOR ABSENCE Apologies for absence were received from Councillors Taimyr Boungou-Pouarty and Vikas Chandra.</p>
FC 226/23	<p>DECLARATIONS OF INTEREST - None Received.</p>
FC 227/23	<p>EXCLUSION OF THE PUBLIC Resolved Unanimously: That, pursuant to s1(2) of the Public Bodies (Admission to Members) Act 1960, the press and public be excluded from the meeting, for Agenda Item FC 228/23 (Staff Appraisal) as the item under discussion will contain personal information about a particular individual, of which publication could potentially constitute a data protection breach.</p>
FC 228/23	<p>STAFF APPRAISAL The Council received a report from Councillor Nigel Cox and the Locum Clerk, Lesley Sung on the outcome of the appraisal of the Parish Warden.</p> <p>Resolved Unanimously:</p> <ol style="list-style-type: none"> 1. That the Council notes the comments from the staff appraisers. 2. That the Council notes the appraisal form completed by the Parish Warden and the two appraisers. 3. That the Parish Warden be awarded a pay rise as recommended by the two appraisers.
FC 229/23	<p>PUBLIC MEETING Resolved Unanimously: That, pursuant to s1(2) of the Public Bodies (Admission to Members) Act 1960, the remaining items on the agenda be considered in the public domain.</p>
FC 230/23	<p>INSURANCE The Council considered renewing its insurance with Zurich, for a further 1 year. The insurance would cover public liability of up to £12m and employer's liability of up to £10m.</p> <p>Resolved Unanimously: That the Council rolls over its insurance cover, with Zurich, for a further one year at a cost of £755.24.</p>
FC 231/23	<p>AUTHORISATION OF PAYMENTS The Council received payments for authorisation.</p> <p>The Council received an invoice from Buckinghamshire Association of Local Councils for £350.00 for CILCA training for Councillor Vikas Chandra.</p>

The Council noted that Councillor Chandra's attendance on the CILCA course had not been authorised.

Resolved Unanimously:

1. That the following payments be authorised:

£48.22	Dan Hippey Accounting	Payroll Services
£40.00	Monkston Community Centre	Hire of Meeting Room
£494.28	RTM Landscapes	Allotment Maintenance
£650.74	LNS Managed Services	Clerking Services (April)
£755.24	Zurich	Insurance
£120.00	Personnel Advice & Solutions	HR Advice
£193.73	LNS Managed Services	Clerking Services (May)
£1,571.40	Marcus Young Env Services	Dog Waste/Litter bin contract

2. That the payment to BALC for £350.00 for CILCA training for Councillor Vikas Chandra is not authorised.

FC 232/23

RESIGNATION OF COUNCILLORS

The Council had received two written resignations for Councillor Steve Warthall and Donna White.

The Council was advised that the temporary Administrative Assistant, who had been appointed in March 2024 had also resigned in April 2024.

Councillors Nigel Cox, Jenni Ferrans announced their resignations as of 11.59pm on 8 May 2024. The Councillors handed their written resignations to the Chair.

The Chair, Councillor Colin Smith announced his resignation as of 11.59pm on 8 May 2024. The Chair handed his written resignation to the Clerk which would be shared with the remaining Councillors.

With those resignations, only three Councillors remain on the Council and four Councillors are required for the Council to be quorate.

The temporary Clerk added that she would be resigning as from 10am on 9 May 2024. This would provide sufficient time for her to contact Milton Keynes City Council, Bucks Association of Local Councils and the Council's contractors to inform them that the Kents Hill & Monkston Parish Council was now inquorate.

As from 11.59pm on 8 May 2024, the Council will not be able to hold any meetings or make any new decisions including decisions to pay for anything new until Milton Keynes City Council nominates new councillors. Once quorate, the Council will need to set out its new responsibilities, arrange signatures at the bank, and recruit a Clerk.

As from 10am on 9 May 2024, the Council will have no Clerk or Head of Paid Service to administer the Council's business or manage the Council's other staff.

Resolved Unanimously:

1. That the Council notes the resignation of Councillors and the Clerk.
2. That the Council notes that the Parish Council was now inquorate.

	<ol style="list-style-type: none">3. That prior to her resignation, the Clerk contacts Milton Keynes City Council, Buckinghamshire Association of Local Councils and all of the Council's contractors to inform them of the Council's status.4. That the Parish Warden continues in his post and carries out his role as per usual.5. That the Council notes that the Council's Accounts Assistant is currently on a fixed term contract and that her contract will end on 31 May 2024.
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The meeting ended at 8.10pm

Signed _____ (Chair) Date _____

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