

## Full Council

**Minutes of the meeting held on Monday 12<sup>th</sup> November 2018, 6:00pm at the Woughton Community Council Hub, The Local Centre, Garraways, Coffee Hall, Milton Keynes**

**Present: Cllrs Sue Smith (Chair), Nick Scott (Vice-Chair),** Shammi Akter, Jordan Coventry, Tina El-Shabrawry, Donna Fuller, Philip Hopcraft, Sue Luttmann, John Orr, Archibald Prempeh, Yvonne Tomlinson, Thillai Visvendran, Alan Williamson, Kevin Wilson, Pam Wilson, Geoff Woolmore.

**Also present:** Brian Barton (Committee & Member Services Officer), Steve McNay (Council Manager)

**In attendance:** Cllr Terry Baines (Milton Keynes Council's Arm Forces Champion), Cllr David Priest (Campbell Park Parish Council), Dr Julie Mills (Milton Keynes College - Chief Executive Officer) and six (6) members of the public.

### **FC 27/18 Apologies:**

Received from Cllr Pauline Prop (unwell).

**AGREED**

### **FC 28/18 Declarations of Interest:**

There were no declarations of interest.

**NOTED**

### **FC 29/18 Chairs Announcements:**

The Chair informed the meeting that the Councillors allowances will be paid via the payroll system on Friday 30<sup>th</sup> November 2018.

A total of thirteen (13) Councillors and two (2) out of the three (3) Ward Councillors had attended both remembrance services at the Christ the Vine Church on Coffee Hall. Members thanked the Landscaping Manager and his team for laying the turf down around the memorial.

The Community Fridge is now operating.

The Diwali event at the Gurdwara on Leadenhall had recently taken place.

**NOTED**

### **FC 30/18 Questions from the public (Max. 10 minutes):**

A representative from the Netherfield Residents Association said that they appreciated the meeting that was arranged with the Netherfield Councillors that agreed various tasks and activities that they had agreed to and was to be published

in the Netherfield Residents Association newsletter, a concern was expressed on one of the Councillor's performance.

Another resident requested a breakdown of the Woughton Carnival and staff costs.

The Council Manager said that he will provide the figures.

**RESOLVED**

**That the Council Manager to provide a break down of the Woughton Carnival and staff costs.**

**FC 31/18 Presentation by Dr Julie Mills Chief Executive Officer of Milton Keynes College to address the November meeting of Full Council on the Leadenhall site:**

Dr Mills spoke on the Milton Keynes College property strategy that involved three (3) sites which were using only half of the space and the maintenance costs of the buildings were too high. There is now a need for a different type of accommodation, which was well situated for all modes of transport and gave plenty of choice.

A single site would be cheaper to run, and a site has been chosen which is accessible for public transport. The college plans to sell the Bletchley and Leadenhall campus's and have achieved a successful £5 million funding bid from Milton Keynes Council and is awaiting a response from the MKLEP for a £4.5 million funding bid.

Milton Keynes College is working with the Finance and Development Control Directorates at Milton Keynes Council to work out a way to release funds so that the college can still operate until both sites have been closed and sold, which is proving difficult.

It is envisaged that by September 2021 Milton Keynes College would move into the Central Milton Keynes site providing everything went to plan.

Dr Mills said that she will circulate the key Milton Keynes Council Contacts to the appropriate Officers, and a map of the Leadenhall site showing the land that Milton Keynes College owned.

There then followed questions.

The Chair thanked Dr Mills for her presentation.

It was proposed that Woughton Community Council should work in partnership with Milton Keynes Council to try and ensure that the most appropriate community housing is built on the Milton Keynes College Leadenhall site.

**RESOLVED**

**That Woughton Community Council should work in partnership with Milton Keynes Council to try and ensure that the most appropriate community housing is built on the Milton Keynes College Leadenhall site.**

**FC 32/18 To agree to sign up to the Arm Forces Covenant:**

Cllr Terry Baines Milton Keynes Council's Arm Forces Champion spoke on the Arm Forces Covenant, which ensures those serving, who are also in the reserves or veterans and their families are not unfairly treated when accessing public services.

It is envisaged that a network and a signing up ceremony for Parish and Town Councils will be organised shortly.

If Woughton Community Council signs up to the covenant they will be the seventh Parish Council in which to do so, and eleven (11) other Parish and Town Councils have expressed an interest.

It was proposed that Woughton Community Council signs up to and endorses the Arm Forces Covenant, and that a meeting of the Services Committee considers how Woughton Community Council can give practical support to enacting the Arm Forces Covenant.

**RESOLVED**

**That Woughton Community Council signs up to and endorses the Arm Forces Covenant, and that a meeting of the Services Committee considers how Woughton Community Council can give practical support to enacting the Arm Forces Covenant.**

**FC 33/18 Minutes of the previous Full Council meeting:**

**FC 22/18 Feedback from meetings with Outside Bodies:**

To delete "Cllr Donna Coventry" and replace with "Cllr Donna Fuller"

With that amendment the minutes of the meeting held on Monday 10<sup>th</sup> September 2018 were approved as a true and correct record and signed by the Chair.

**AGREED**

**FC 34/18 To note the minutes from the following Committees:**

- Operations Committee - Monday 3<sup>rd</sup> September 2018
- Services Committee - Monday 17<sup>th</sup> September 2018
- Accounts Sub Committee - Wednesday 19<sup>th</sup> September 2018
- Policy & Resources Committee - Monday 1<sup>st</sup> October 2018
- Services Committee - Monday 15<sup>th</sup> October 2018

**NOTED**

**FC 35/18 Matters arising from the minutes not on the agenda:**

There were no matters arising from the minutes not on the agenda.

**NOTED**

**FC 36/18 Ward Matters arising:**

There were no ward matters arising.

**NOTED**

**FC 37/18 Feedback from meetings with Outside Bodies:**

a) Woughton Welfare Trust - Cllr Archibald Prempeh

**The Trust is happy to work in partnership with the Woughton Advice Service, it was suggested that a referral scheme is set up, Cllr Prempeh to progress with the trust.**

**b) Netherfield Enterprise Trust - Cllr Thillai Visvendran**

**The Netherfield Enterprise Centre is doing well, ten (10) out of the twelve (12) unites are now occupied, the centre will be in profit by the end of the month, the Annual General Meeting will be held on Tuesday 13<sup>th</sup> September 2018 at 7:30pm.**

**c) Hedgerows Family Centre - Cllr Sue Luttmann**

**No report.**

**d) MKALC - Cllrs Sue Smith, Thillai Visvendran, Kevin Wilson**

**Cllr Kevin Wilson circulated a written report on the activities of the MKALC.**

**e) Parishes Forum - Cllrs Sue Smith, Alan Williamson**

**A meeting had recently taken place, Cllr Sue Smith attended with Cllr Pauline Prop as Cllr Alan Williamson was away on holiday, the Arm Forces Covenant was discussed.**

**f) B&MKALC, NALC - Cllr Kevin Wilson**

**Cllr Kevin Wilson circulated a written report on the activities of B&MKALC and NALC.**

**g) Milton Keynes Council - Cllrs Shammi Akter, Kevin Wilson**

**Nothing to report.**

**FC 38/18 To note the External Auditor report for 2017/2018:**

The meeting noted the external auditor's comments and recommendations in the report. The Meeting was advised to send any concerns about the audit process to Ms Carol Burslem Parish Advisor at the Buckinghamshire & Milton Keynes Association of Local Councils (B&MKALC).

**NOTED**

**FC 39/18 To sign off the amended Annual Governance and Accountability Return 2017/2018:**

The meeting approved the accounting statement for the amended Annual Governance and Accountability Return 2017/2018.

**RESOLVED**

**That the meeting approved the accounting statement for the amended Annual Governance and Accountability Return 2017/2018.**

**FC 40/18 To update the Risk Register:**

The updated Risk Register was tabled for Members to inspect. If and when the register is updated after being reviewed each year, the document will need to be approved by Members at a meeting of the Full Council.

**RESOLVED**

- 1. That the Council agrees to the updated Risk Register.**
- 2. That the Council agrees to publish the updated Risk Register on the Council website.**
- 3. That the Register becomes part of the annual review of documents and is approved each year with relevant updates.**

**FC 41/18 To consider the draft 2019/2020 budget:**

A draft budget was tabled for members consideration, the budget headings have been revised to ensure better transparency.

**RESOLVED**

- 1. That the Council notes the report and attached budget proposal for 2019/2020 and the following two years.**
- 2. That the council agrees to submit this budget proposal for consultation to local residents.**

**FC 42/18 Resolution from the Policy & Resources Committee:**

Woughton Community Council lobbies Milton Keynes Council to replace the black and recycling bags with wheelie bins. **To be moved by Cllr John Orr.**

It was proposed that residents in the Woughton area are consulted on whether they wish to have wheelie bins instead of the black and recycling bags.

**RESOLVED**

**That residents in the Woughton area are consulted on whether they wish to have wheelie bins instead of the black and recycling bags.**

**FC 43/18 To discuss the contents of the 2019/2020 Service Plan:**

The 2019/2020 Service Plan has been drafted, with the objectives linked to the draft budget headings, each Committee has had the opportunity of discussing and submitting ideas into the Service Plan. Members were requested to submit residents feedback to the Council Manager.

**RESOLVED**

- 1. That the Council notes the report and attached draft 2019/2020 Service Plan.**
- 2. That the Council members continue to discuss within committees the priorities noted for 2019/2020, to continue development of the Service Plan.**
- 3. That the Council Manager produces the first official draft of the 2019/2020 Service Plan at the Full Council meeting to be held on Monday 14th January 2019.**
- 4. That the final draft of the 2019/2020 Service Plan is ratified by Full Council at the meeting of Monday 11th March 2019.**

**FC 44/18 To agree the names of the delegates to attend the NALC's new Spring Conference 2019 at the Royal National Hotel, London on Monday 11 February 2019:**

The following were nominated to attend the NALC Spring Conference, the Council Manager, Responsible Financial Officer, the Vice-Chair of Council, the Chair of the Operations Committee and the Leader of the Council.

**RESOLVED**

**That the following delegates to attend the NALC Spring Conference will be the Council Manager, Responsible Financial Officer, the Vice-Chair of Council, the Chair of the Operations Committee and the Leader of the Council.**

**FC 45/18 Councillors I.T Audit:**

Councillors were requested to inform the Council Manager which I.T equipment from Woughton Community Council they had been issued with.

**NOTED**

**FC 46/18 Cheques for payment:**

The cheques for payment will now be considered at the next meeting of the Accounts Sub Committee.

**NOTED**

**Date of next meeting:**

Monday 14<sup>th</sup> January 2019, 6:00pm at the Woughton Community Council Hub, The Local Centre, Garraways, Coffee Hall, Milton Keynes.

**THE CHAIR CLOSED THE MEETING AT 8:00PM**

Chair \_\_\_\_\_ Date \_\_\_\_\_

DRAFT