

## Full Council

**Minutes of the meeting held on Monday 23<sup>rd</sup> October 2023, 6:30pm at the Woughton Community Council Hub, Council Chamber, The Local Centre, Garraways, Coffee Hall, Milton Keynes**

**Present: Cllrs Sue Smith (Chair),** Eamonn Bobey, Jeanette Bobey, Maggie Ferguson, Michael Ferguson, Donna Fuller, Michael Holland, Ruth McMillan, D'Anne Mordecai, Deanna Norris, Liz Simpkins, April Rennie, Alan Williamson.

**Also present:**

Brian Barton (Committee & Member Services Officer)  
Tash Darling (Youth Manager & Safeguarding Lead)  
Steve McNay (Council Manager)

**In attendance:**

Cllr Tony Coughlan (Zoom Video Call)

**FC 93/23 Apologies for Absence:**

Cllr Tony Coughlan (personal)  
Cllr Penny Glasgow (personal)  
Cllr Luke Louis (personal)  
Cllr Nick Scott (personal)  
Cllr Liz Simpkins (personal)

**NOTED**

**FC 94/23 Declaration of interests:**

There were no declarations of interest.

**NOTED**

**FC 95/23 Minutes of the previous Full Council meeting:**

**FC 82/23 Feedback from meetings with Outside Bodies:**

**c) Parishes Forum - Cllr Ruth McMillan, Cllr Sue Smith** – To delete “3 sites in the north and 3 sites in the south of Milton Keynes chosen”.

With that amendment the minutes of the meeting held on Monday 25<sup>th</sup> September 2023 were **AGREED** as a true and correct record and signed by the Chair.

**FC 96/23 Chair's Announcement(s):**

There will be an awayday to be held on Wednesday 25<sup>th</sup> October 2023, 6:00pm at the Coffee Hall Meeting Place.

Thanks was expressed to all officers who made a recent presentation at the B&MKALC annual conference.

Officers also were involved with the Community Orchard Appleday on Saturday 21<sup>st</sup> October 2023 at Woughton on the Green run by the Milton Keynes Parks Trust, which had a good attendance.

**NOTED**

**FC 97/23 Questions from the public:**

There were no questions from the members of the public.

**NOTED**

**FC 98/23 Ward Matters arising:**

Cllr Alan Williamson – damage to garages on Beanhill had a site visit with a Milton Keynes City Council Officer, one garage owner had been waiting two (2) years for repairs to take place.

The Council Manager to provide Cllr Sue Smith with a sample tenancy agreement.

Cllr April Rennie – no lighting from the Tinkers Bridge Meeting Place to the nearest underpass, Milton Keynes City Council said that they could not repair quickly as the area is not a highway.

Cllr Sue Smith can report but will need a column lamp number.

Cllr Micheal Holland – fencing on Market Hill Eaglestone has still not been repaired by Milton Keynes City Council even though it has been reported.

Cllr Sue Smith said that if the reference number was passed onto her then she will progress further.

**NOTED**

**FC 99/23 Milton Keynes Council Ward Councillors report:**

Cllr Sue Smith informed the meeting that she had been dealing with a lot of casework recently.

**NOTED**

**FC 100/23 Feedback from meetings with Outside Bodies:**

- a) Woughton Welfare Trust - **Cllr Maggie Ferguson – No report.**
- b) MKALC – **Cllr Ruth McMillan, Cllr Sue Smith – Planning Conference will be held on Wednesday 22<sup>nd</sup> November 2023 at the Milton Keynes Christian Centre Conference Centre on Oldbrook.**
- c) Parishes Forum - **Cllr Ruth McMillan, Cllr Sue Smith – No report, the next meeting will be held in December 2023.**

**NOTED**

**FC 101/23 To note the minutes from the following Committees:**

- a) Planning, Licencing & Development – Monday 4<sup>th</sup> September 2023
- b) Operations & Resources – Monday 11<sup>th</sup> September 2023
- c) Services & Communities – Monday 18<sup>th</sup> September 2023

## NOTED

### **FC 102/23 Council Manager's report:**

The Council Manager attended the following meetings / various events:

- A number of training sessions, covering a variety of issues which have enabled to achieve sufficient 'Continuous Personal Development' (CPD) points to meet the criteria for additional benefits for the council. This includes Scribifest, a session on budget forecasting with the Responsible Financial Officer, and an hour focusing on wellbeing, working from home and commuting.
- Also the SLCC Clerks Forum for Buckinghamshire & Milton Keynes and the Community Action Milton Keynes Annual General Meeting.
- Had meetings with Charlotte from the Woughton Welfare Trust, Active Luton (social prescribing across the city) and the visit from the Department for Levelling Up, Homes and Communities. This was a full day visit that was arranged to showcase to the department the work that parishes can do.
- Apple Day also took place, with another Apple Day by the Milton Keynes Parks Trust on Saturday 21st October 2023, also supported by Woughton Community Council, through provision of equipment.
- Attended the B&MKALC Conference, and made a presentation with the Community Services Manager and Youth Manager on provision of services.
- Woughton Community Council were unfortunately unable to take part in the Food Bank MK Can event due to a lack of volunteers.

There are no delegated decisions for note.

### **RESOLVED**

**That council notes the report and the delegated decisions made.**

### **FC 103/23 To agree special dispensation for Cllr Penny Glasgow for non attendance at meetings due to a long term health issue:**

The meeting agreed to a special dispensation for Cllr Penny Glasgow of up to two (2) months for non attendance at meetings due to a long term health issue.

### **RESOLVED**

**To award a special dispensation for Cllr Penny Glasgow of up to two (2) months for non attendance at meetings due to a long term health issue.**

### **FC 104/23 To agree the committee memberships:**

- To appoint Cllr Eamonn Bobey onto the Operations & Resources Committee, as a deputy for Netherfield Ward on the Planning, Licencing & Development Committee, and the Services & Communities Committee.
- That Cllr D'Anne Mordecai is a deputy for the Coffee Hall ward on the Planning, Licencing & Development Committee.
- To appoint Cllr Deanna Norris onto the Operations & Resources Committee, Planning, Licencing & Development Committee and the Services & Communities Committee.
- To appoint Cllr April Rennie onto the Planning, Licencing & Development Committee.

### **RESOLVED**

1. That Cllr Eamonn Bobey is appointed onto the Operations & Resources Committee, as a deputy for Netherfield Ward on the Planning, Licencing & Development Committee, and the Services & Communities Committee.
2. That Cllr D'Anne Mordecai is a deputy for the Coffee Hall ward on the Planning, Licencing & Development Committee.
3. That Cllr Deanna Norris is appointed onto the Operations & Resources Committee, Planning, Licencing & Development Committee and the Services & Communities Committee.
4. That Cllr April Rennie is appointed onto the Planning, Licencing & Development Committee.

**FC 105/23 To inform the B&MKALC Representative Cllr Paul Harvey of any questions or issues that can then be put on Woughton Community Council's behalf to the NALC Larger Councils meeting to be held on Tuesday 31<sup>st</sup> October 2023:**

The same issues as previously submitted to Cllr Harvey were suggested such as:

- To allow remote meetings.
- To allow Parish & Town Councils in England to set up a childcare and dependents allowances scheme.
- To allow co-opted Parish & Town Councillors to receive allowances.

**RESOLVED**

**To inform the B&MKALC Representative Cllr Paul Harvey of the following issues to be put on Woughton Community Council's behalf to the NALC Larger Councils meeting to be held on Tuesday 31<sup>st</sup> October 2023, which are:**

- To allow remote meetings.
- To allow Parish & Town Councils in England to set up a childcare and dependents allowances scheme.
- To allow co-opted Parish & Town Councillors to receive allowances.

**FC 106/23 To review the proposed 2024/2025 version one (1) of the draft budget:**

Version 1 of the proposed budget for 2024 / 2025, is based upon the current understanding of the budget headings and for the basis in any public consultation.

The budget sheet as circulated includes both the reforecast for the current year and three (3) possible options for the coming year (2024 / 2025), based upon precept levels.

There remains a number of unknown elements, there are no details of the council tax base, the likely uplift in the landscape grant, confirmation in writing of the LCTRS grant, potential wage increases and so on. Given this, assumptions have had to be made.

The three (3) budget proposals have varying levels of surplus or deficit, however, it should be noted that, as with the current year, there is no 'service plan' costed and no emerging priorities funding in place.

A regular contribution to reserves should be considered, especially following the past two (2) years where below inflation level increases have led to a reduction in the

level of reserves held. Whilst they are currently just within acceptable levels (at 4 months delivery costs), any further deficits would place the council in a position of extreme risk. Any deficit budget at this point would be against the advice of both the Responsible Financial Officer and Council Manager.

The recommendation of the Council Manager and Responsible Financial Officer is that a surplus budget must be delivered in the 2024 / 2025 financial year.

The work around how council choses to replace the previous Operations Manager role and review any other staffing implications as a result of this work will continue, but any decisions may not have been clarified prior to the budget setting deadline of the January 2024 Full Council meeting.

Budget discussions had also taken place at the Operations & Resources Committee meeting held on Monday 9<sup>th</sup> October 2023 (minute number OC 51/23 refers).

The budget will be further discussed at the awaydays.

**RESOLVED**

- 1. That the council notes the report and budget proposal.**
- 2. That the council begins the consideration process around the coming year, priorities for the council and impact on budgets.**
- 3. That council continues to work with the budget, adjusting as and when further information is available or choices are made, with a view to clarifying the final budget by January 2024.**

**FC 107/23 To update council on proposals for engagement regarding the Annual Survey:**

The Council Manager has prepared the annual consultation using Survey Monkey, and this has been embedded on the website, with social media posts also having been placed on Facebook, Instagram and Twitter.

In addition, there is a four page 'leaflet'.

It was proposed at a previous meeting that 'engagement events' take place on each estate, and that ward councillors suggest a suitable time for this to take place and, if necessary, for the Council Manager to provide suitable resources to support this.

Refreshments were also suggested as an option.

Councillors were requested to speak to their residents and email back to the Council Manager with any views received.

It was further suggested that the survey is discussed at the awayday.

**RESOLVED**

- 1. That council notes the report and the attached 'pull out'.**
- 2. That councillors agree to support an event on each estate, to promote completion.**
- 3. That the 'pull out' is the centrepiece of the Gazette, being the middle four pages that can be removed and returned.**

**FC 108/23 To discuss holding an event for the 80<sup>th</sup> Anniversary of D Day 6<sup>th</sup> June 2024 and to agree the setting up and membership of a Working Group:**

A letter has been received encouraging Parish & Town Councils to light a beacon in remembrance, a certificate will be provided for those councils that take part in the event.

At the meeting of the Services & Resources committee held on Monday 16<sup>th</sup> October 2023 (minute no SC 51/23 refers) agreed to set up a working group to organise an event, the beacon can be used from the jubilee and lit in the remembrance garden on Coffee Hall, with refreshments provided. The chair of the Services & Communities Committee will chair meetings of the working group, some funding will be provided for this event.

Cllrs Maggie Ferguson, Micheal Ferguson and Alan Williamson expressed an interest to be appointed onto the working group.

Members were advised to let the Committee & Member Services Officer know if they were interested in joining the working group.

**RESOLVED**

- 1. To hold an event using the beacon from the Jubilee at the Remembrance Garden on Coffee Hall.**
- 2. That some funding will be provided to hold the event.**
- 3. To set up a working group to be chaired by Cllr Nick Scott.**
- 4. That Cllrs Maggie Ferguson, Micheal Ferguson and Alan Williamson to be appointed onto the working group.**
- 5. Members are advised to let the Committee & Member Services Officer know if they were interested in joining the working group.**

**FC 109/23 To consider holding a White Ribbon Event vigil at the Remembrance Garden on Coffee Hall:**

There is already an event planned at Campbell Park for Saturday 25<sup>th</sup> November 2023 at 6:00pm, and the committee agreed to hold an event after it has been held, for 7:00pm at the Remembrance Garden on Coffee Hall.

**RESOLVED**

**That the committee to hold a White Ribbon Event vigil at the Remembrance Garden on Coffee Hall Saturday 25<sup>th</sup> November 2023 at 7:00pm straight after the vigil at Campbell Park has been held.**

**Date of next meeting:**

Monday 27<sup>th</sup> November 2023, 6:30pm, at the Woughton Community Council Hub, The Council Chamber, the Local Centre, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

**THE CHAIR CLOSED THE MEETING AT 7:22PM**

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