

Woughton Community Council

Full Council

Minutes of the meeting held on Monday 9th September 2019, 6:00pm at the Woughton Community Council Hub, The Local Centre, Garraways, Coffee Hall, Milton Keynes

Present: Cllrs Sue Smith (Chair), Jordan Coventry (Vice-Chair), Elina Apse, Janette Bobey, Margaret Ferguson, Donna Fuller, Brian Hepburn, Luke Louis, Ruth McMillan, John Orr, Yvonne Tomlinson, Alan Williamson, Pam Wilson.

Also present: Brian Barton (Committee & Member Services Officer), Steve McNay (Council Manager), Samone Winsborough (Responsible Financial Officer & Operations Manager).

In attendance: Cllr Carol Baume (Woughton & Fishermead Ward-Milton Keynes Council) and three (3) members of the public.

FC 63/19 Apologies for Absence:

Received from Cllrs Tina El-Shabrawy (Unwell), Phillip Hopcraft (Work commitment), Terri Parish (Unwell), Lauren Townsend (Conference attendance).

AGREED

FC 64/19 Declaration of interests:

Cllr Pam Wilson declared a personal interest in agenda item FC 69/19.

NOTED

FC 65/19 Minutes of previous Full Council meetings:

Agenda item FC 57/19 To agree that Woughton Community Council seeks to adopt the General Power of Competence:

To delete "RECOMMENDATION" and replace with "RESOLVED"

With the above amendment the Chair signed the minutes of the meeting held on Monday 8th July 2019 as a true and correct record.

AGREED

FC 66/19 Chair's Announcement(s):

The Chair asked for an update on the contested result of the Leadenhall Ward election held in May this year.

The Council Manager said that the matter is going through the Royal Courts of Justice, this follows on from when the election result that was incorrectly declared,

Milton Keynes Council have admitted liability, but have not kept Woughton Community Council informed on how the court case is progressing.

The Council Manager said that he will contact Milton Keynes Council for an update.

RESOLVED

That the Council Manager to contact Milton Keynes Council for an update on how the contested Leadenhall Ward election result is progressing through the Royal Courts of Justice.

FC 67/19 Questions from the public:

Mr Bobey from the Netherfield Residents Association asked why there were no Play Ranger sessions held on Netherfield over the summer and did any Play Rangers attend the recent play day.

Mr Bobey also said that following the closure of Buckland Lodge there are no longer any sheltered housing schemes on Netherfield, a consultation had taken place, but Milton Keynes Council have not informed the residents association what will now happen with the site.

A resident of Leadenhall asked if the Ward Councillors hold Surgeries in other areas apart from Fishermead?

The Chair responded to Mr Bobey that he will get a written response to his question as he requested.

Cllr Donna Fuller the Leader of the Council said that no regeneration proposals had been published by Milton Keynes Council for the Netherfield area.

The Chair also said that a Regeneration Committee meeting will be held at the Civic Offices on Wednesday 11th September 2019 that has a very broad remit.

The Chair replied that the Ward Councillors Surgeries would be advertised in the Woughton Gazette and the Woughton Community Council website.

RESOLVED

That the Council Manager to provide a written response to Mr Bobey of the Netherfield Residents Association on why there were no Play Ranger sessions held on Netherfield over the summer, and if any Play Rangers attended the recent Play Day event.

FC 68/19 Presentation by the YMCA on their new build campus and to consider sponsoring a room:

This agenda item will now be deferred to the November Full Council meeting.

RESOLVED

To defer this agenda item to the November Full Council meeting.

FC 69/19 To vote on the proposal to award the Freedom of the Parish to the late Alderman Kevin Wilson MBE:

Cllr Pam Wilson declared a personal interest and did not vote on this agenda item.

The proposal was put to the vote and was passed.

RESOLVED

To award the Freedom of the Parish to the late Alderman Kevin Wilson MBE.

FC 70/19 Presentation to Cllr Pam Wilson on the award of the Freedom of the Parish to the late Alderman Kevin Wilson MBE:

A presentation of a certificate was made by the Chair of Woughton Community Council, to Cllr Pam Wilson for the Freedom of the Parish to the late Alderman Kevin Wilson MBE.

NOTED

FC 71/19 To note the minutes from the following Committees:

- Policy & Resources Committee - **Monday 15th July 2019**
- Services Committee - **Monday 29th July 2019**

NOTED

FC 72/19 Ward Matters arising:

Cllr Maggie Ferguson asked for an update on the proposed refurbishment work to the Netherfield Meeting Place.

Cllr John Orr said that he was aware about several trees in the Woughton area that needed to be crowned and suggested that Woughton Community Council writes to Milton Keynes Council, asking for them to undertake the works.

RESOLVED

- 1. To provide an update on the proposed refurbishment work to the Netherfield Meeting Place at the November Full Council meeting.**
- 2. That the Council Manager to write to Milton Keynes Council asking for work to be undertaken to crown the trees in the Woughton area.**

FC 73/19 To discuss the use of the Tinkers Bridge Meeting Place as raised by Cllr John Orr:

Cllr John Orr said that a private company is running a nursery five (5) days a week in the Tinkers Bridge Meeting Place, which would stop other community groups or residents from using the facility, and could be a breach of the Community Asset Transfer condition that the Meeting Place should be accessible for use by all residents.

The Council Manager replied that there had been very little day time bookings, and at a recent Full Council meeting it had been agreed to seek as much income generation from the Meeting Places as possible, an early years strategy document had also been agreed at a meeting of Full Council to try and increase provision in the area, the booking had been progressed with the best of intentions.

NOTED

FC 74/19 Feedback from meetings with Outside Bodies:

a) Woughton Welfare Trust - **Cllr Elina Apse**

No report, as a meeting had not taken place.

b) Hedgerows Family Centre - **Cllr Maggie Ferguson**

No report, as a meeting had not taken place.

c) **MKALC - Cllr Elina Apse, Cllr Sue Smith, Cllr Yvonne Tomlinson**

A presentation was made by the Council Manager and Cllr Rob Gifford requesting support to ask NALC to lobby the Government to change legislation on the issuing of an allowance to Parish & Town Councillors with childcare responsibilities.

The newly appointed Chief Executive Officer of Milton Keynes Council Mr Michael Bracey addressed the meeting.

The Treasurer was also re appointed.

A temporary appointment was made until an election can take at the Parishes Forum for a representative onto the Planning Advisory Group.

d) **Parishes Forum - Cllr Janette Bobey, Cllr Sue Smith**

No report as a meeting had not taken place.

NOTED

FC 75/19 To agree a Community Asset Transfer for a piece of land at the rear of Rochfords on Coffee Hall to redevelop into a community garden:

The Council Manager informed the meeting that as part of the Service Plan for this year, agreed at a Full Council meeting, the development of a Community Garden utilising the land to the rear of Rochfords in Coffee Hall is moving forward.

Following early discussions with Milton Keynes Council, it appears that they would be happy for the council to take over this land and develop accordingly, but there needs to be a formal record of this agreement and clarity that the council, as a corporate body, agreed to this.

The plan is unable to move forward without this agreement, also funding bids cannot be made, and no further actions taken until such time as Milton Keynes Council agree to our use of the land.

Members felt that a Community Asset Transfer request should also be applied for the Eaglestone Local Centre buildings and surrounding land, the Coffee Hall Local Centre building and surrounding land, the youth service building and land at 95, Jonathans, Coffee Hall and the Men in Sheds building and surrounding land on Barnfield Drive, Netherfield.

RESOLVED

- 1. That the council agrees to formally request transfer of land to the rear of Rochfords, Coffee Hall, along with Community Asset Transfer applications for the Eaglestone Local Centre buildings and surrounding land, the Coffee Hall Local Centre building and surrounding land, the youth service building and land at 95, Jonathans, Coffee Hall and the Men in Sheds building and surrounding land on Barnfield Drive, Netherfield.**
- 2. That the council agrees that the Council Manager to progress these transfers with Milton Keynes Council.**

- 3. That the council develops the land to the rear of Rochfords in Coffee Hall into the community garden, as defined in the 2019/2020 service plan.**

FC 76/19 To update the meeting on the first quarter of the 2019/2020 budget:

The Responsible Financial Officer updated the meeting on the 2019/2020 budget for the first quarter.

A budget sheet which had been circulated to Members showed all spending to the end of June (quarter one). This includes a column that details the full budget, monthly spend in each area, a running total of income / expenditure and the percentage of spend to date, alongside the remaining budget.

The meeting was further informed that all matters outstanding relating to PAYE will be discussed at the November Operations Committee.

RESOLVED

- 1. That the council notes the report.**
- 2. That the council receives quarterly updates on the budget.**

FC 77/19 To update the meeting on the 2019/2020 Service Plan:

The Council Manager updated the meeting on the 2019/2020 Service Plan.

The service plan was agreed and ratified by Full Council at the end of the previous council term and aims to set specific goals for the council to achieve over the coming year. This plan is in addition to the 'day-to-day' delivery (e.g. youth services, landscaping, environment, advice, etc).

There are twenty-four (24) specific targets and the tabled report gave an overview on how they are being achieved. This will also help the council in discussions regarding the service plan for 2020/2021.

Members raised the item on the Community Led Housing Plan.

The Council Manager informed the meeting that work with a local group has started, but currently on hold due to issues with governance and leadership within that group. As a result, work with Milton Keynes Council around suitable land is taking place and with the new Regeneration agenda, possibilities have increased.

It was proposed to have a report and to discuss at the November Full Council meeting all aspects regarding the Community Lead Housing Plan.

RESOLVED

- 1. That the council notes the report.**
- 2. To have a report and to discuss at the November Full Council meeting all aspects regarding the Community Lead Housing Plan.**

FC 78/19 To provide the meeting with a staffing update:

The Council Manager provided the meeting with a staffing update There have been several staffing changes over the summer. The tabled report set out these changes and the plans put in place to ensure suitable staffing levels.

RESOLVED

That the Council notes the report.

FC 79/19 To agree the bank signatories for the new Metro Bank accounts:

The Responsible Financial Officer updated the meeting regarding the signatories for the Metrobank accounts.

It is proposed that the council agrees that alongside the existing officer signatories (The Council Manager and Responsible Financial Officer), the following Councillors are agreed as signatories:

- The Chair of Council.
- The Chair of the Policy and Resources Committee.
- The Chair of the Operations Committee.
- The Chair of the Services Committee.
- The Leader of the Council.

RESOLVED

- 1. That the council notes the report.**
- 2. That the council agrees to the Chairs of the Committees / Leader of the Council / Chair of Council becoming signatories on all the bank accounts.**
- 3. That if agreed, the Chairs of the Committees to provide all the relevant paperwork to the Responsible Financial Officer for processing.**
- 4. That any signatory who is related or in a relationship should not both sign any cheques or financial documents / paperwork.**

FC 80/19 Policy Review:

The Council Manager informed the meeting that the following policies have not been reviewed since 2017 and now need to be revisited and in some cases updated:

- a) Code of Conduct
- b) Publication Scheme
- c) Complaints & Compliments
- d) Member & Officer Relations
- e) Broadcasting and use of Social Media at Meetings

Members will have now an opportunity to contribute on all the relevant policy documents which will be considered at the Operations Committee meeting in November, prior to returning for formal ratification to the Full Council meeting also in November.

RESOLVED

- 1. That the council notes the report and the above policy documents.**
- 2. That councillors consider any issues / additions that may be necessary for these policies when reviewed.**
- 3. That the new policies are drafted and provided for the Operations Committee meeting in November, prior to returning for formal ratification to the Full Council meeting also in November.**

FC 81/19 Update on a meeting held on Friday 6th September 2019 with Cllr Moriah Priestley Cabinet Member for Economic Growth and Community Partnerships on the Local Council Tax Revenue Support Grant (LCTRS):

The Leader of the Council informed the meeting that a meeting took place with Cllr Moriah Priestley Cabinet Member for Economic Growth and Community Partnerships on the Local Council Tax Revenue Support Grant (LCTRS).

Milton Keynes Council is undertaking a consultation with Parish and Town Councils on the level of the grant with some options, most have replied that they support option B, at a recent meeting of Full Council it was agreed to support option B as it would be the most beneficial to Woughton Community Council, it is hoped that other Parish and Town Councils will support option B, the consultation is still ongoing.

The consultation outcome will only be implemented for the next financial year only.

There was no indication as to what will happen in the future as to the level of grant that will be allocated, Woughton Community Council will need to seek additional income generation.

NOTED

FC 82/19 To feedback on the Members and Staff Awayday:

The Chair of Council thanked the Members and staff who attended the awayday, and the Council Manager for arranging.

The new Councillors who attended found it very beneficial but would like to have had an induction before attending their first meeting, and to have potentially three (3) awaydays a year.

There were six (6) strategies discussed which covered Social Media and its impact, committee structures, task and finish groups, Councillor engagement, service planning and budgets.

The Council Manager has made notes on the outcomes to progress following on from the discussions.

Another Awayday will be planned in early 2020, Members and Staff will be given plenty of notice to ensure maximum attendance.

RESOLVED

To plan another awayday in early in 2020 and to ensure that all Members and Staff will be given plenty of notice.

FC 83/19 To discuss and consider a 20mph estate road scheme and Members are encouraged to attend their Resident Association's meetings and activities:

The Council Manager said that as agreed at the last Full Council meeting Members are encouraged to seek the views from their Residents Associations and feedback.

NOTED

FC 84/19 To discuss developing an engagement plan:

The Council Manager said that he will put together a draft engagement plan from the notes at the awayday, for Members to consider at the November Full Council meeting.

RESOLVED

To consider a draft Engagement Plan at the November Full Council meeting.

FC 85/19 To agree nomination(s) to the NALC Larger Councils Committee:

The agreed nominations were the Leader of the Council, the Chair of Council and the Council Manager.

RESOLVED

To nominate to the NALC Larger Councils Committee the Leader of the Council, the Chair of Council and the Council Manager.

Date of next meeting:

Monday 11th November 2019, 6:00pm at the Woughton Community Council Hub, The Local Centre, Garraways, Coffee Hall, Milton Keynes.

THE CHAIR CLOSED THE MEETING AT 7:19PM

Chair _____ Date _____