

Woughton Community Council

Full Council

Minutes of the meeting held on Monday 11th November 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, Philip Hopcraft, Luke Louis, Ruth McMillan, Terri Parish, Nick Scott, Lauren Townsend, Alan Williamson.

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

In attendance: Cllr Carol Baume (Woughton & Fishermead Ward-Milton Keynes Council), one (1) representative from the YMCA and four (4) members of the public.

FC 86/19 Apologies for Absence:

Received from Cllrs Shammi Akter (unwell), Tina El-Shabrawry (unwell), John Orr (personal) Pam Wilson (personal).

AGREED

FC 87/19 Declaration of interests:

Cllr Ruth McMillan declared a personal interest in agenda item FC 103/19 item 19 Milton Keynes Store House.

NOTED

FC 88/19 Minutes of previous Full Council meetings:

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:

To add "That Cllr Janette Bobey informed the meeting that the Netherfield Residents Association had no objection to a 20mph estate road scheme."

With that amendment the minutes of the meeting held on Monday 9th September 2019 were **AGEED** and signed by the Chair as a true and correct record.

FC 89/19 Chair's Announcement(s):

The Chair thanked all members of staff, the Royal British Legion, the Christ the Vine Church and all local schools for all their attendance and hard work in making the remembrance parade and service such a well run and memorable event.

The Lord Lieutenant of Buckinghamshire emailed her thanks to everyone involved and commented on how much she enjoyed the parade and service.

The Planning Enforcement training seminar will be held on Tuesday 19th November 2019, the venue has now been moved from the Civic Offices to the Tinkers Bridge Meeting Place, there is one (1) space available.

Cllr Maggie Ferguson indicated that she wished to attend, the Council Manager said that he would make the booking arrangements.

RESOLVED

That the Council Manager to book Cllr Maggie Ferguson onto the Planning Enforcement training seminar to be held at the Tinkers Bridge Meeting Place on Tuesday 19th November 2019.

FC 90/19 Questions from the public:

There were no questions from the members of the public.

NOTED

FC 91/19 Declaration of the Leadenhall Ward Election held on Thursday 2nd May 2019:

The result of the Woughton Community Council Leadenhall Ward election held on Thursday 2nd May 2019 was declared in error by Milton Keynes Council.

The Royal Courts of Justice has confirmed in their written judgement that Ms Yvonne Tomlinson was not duly elected and should not have been returned.

Cllr Shammi Akter was duly elected and should have been returned.

NOTED

FC 92/19 Declaration of Acceptance of Office Form:

The meeting was informed that Cllr Shammi Akter has signed her Declaration of Acceptance of Office Form.

NOTED

FC 93/19 Committee Memberships:

The meeting was further informed that Cllr Shammi Akter wished to be appointed onto the Services Committee.

RESOLVED

That Cllr Shammi Akter is appointed onto the Services Committee.

FC 94/19 Presentation by the YMCA on their new build campus and to consider sponsoring a room:

Amanda from the YMCA spoke about the work of the YMCA and that they are currently rebuilding the premises on their site at Central Milton Keynes.

Once phase (1) is completed there will be 199 rooms available and 30 beds for the new hostel.

Phase two (2) will consist of cluster living where they will be a shared kitchen and bathroom facilities the type of accommodation that students at University have.

Phase three (3) will comprise of one hundred flats (100) and three (3) social enterprises on the ground floor consisting of a café, restaurant and conference facilities.

The total cost for all three (3) phases is £20 million pounds.

The YMCA have run out of funds and are now seeking sponsorship from companies and Parish and Town Council's to furnish each room at a cost of £2,500 or a donation.

The meeting was informed that there were eleven (11) young people from the Woughton Community Council area from the census that used the YMCA facilities.

There then followed questions by Members.

The representative from the YMCA was advised to submit a grant aid application for the Services Committee to consider.

The Chair thanked Amanda for her presentation to the meeting.

NOTED

FC 95/19 Ward Matters arising:

There were no ward matters arising.

NOTED

FC 96/19 Feedback from meetings with Outside Bodies:

- a) Woughton Welfare Trust - Cllr Elina Apse - **no report.**
- b) Hedgerows Family Centre - Cllr Maggie Ferguson - **no report.**
- c) MKALC - Cllr Elina Apse, Cllr Sue Smith - **The next meeting to be held on Wednesday 20th November 2019, Woughton Community Council have offered the Council Chamber as a venue to hold future meetings.**
- d) Parishes Forum - Cllr Janette Bobey, Cllr Sue Smith - **Discussed recycling issues, the next meeting has been postponed until January 2020 as it would have clashed with the day of the General Election.**

FC 97/19 To update the meeting on the Awayday:

The Council manager said that the Awayday was held on Saturday 6th September 2019 and included both members and officers. There was a full day of discussions covering six (6) distinct areas:

- New Councillor experience and how we might improve this.
- Social Media use and impact.
- Committees, groups and council design.
- Council and Councillor engagement - how can the Community Council get better levels of feedback from residents.
- Service Planning.
- Budgets.

Feedback was generally positive about the day, with some wide-ranging discussion and ideas exchanged, leading to some proposals for the wider council to discuss.

The full notes from the day were circulated at the meeting.

The Council Manager recommended that there is another Awayday, with sufficient notice given, to enable greater attendance, for in the new Year.

RESOLVED

- 1. That the Council notes the report.**
- 2. That the Council agrees to a further Awayday in early 2020, including all Officers and Members.**

FC 98/19 To propose changes to the committee structure for the council year 2020/2021:

The Council Manager explained to the meeting that at the Awayday, the committee structure was discussed, and the following proposals were suggested:

- Full Council to sit monthly (second Monday of the month) to ensure oversight on all aspects of the council.
- A new committee named 'Finance and Resources' that covers everything financial, except where Full Council is necessary by law or policy (e.g. precept, budget agreement, auditor signoff). This committee will lead on budgetary issues, compliance, financial oversight, income generation, forward financial planning and will be the Committee that 'signs off' the monthly returns. This committee will replace the Policy and Resources Committee.
- Services Committee is expanded to be renamed as the 'Services and Community Committee', to include community development and engagement issues, alongside all aspects of service delivery.
- Operations Committee to cover most policy issues (Human Resources, Health & Safety) except where directly attributable to the Services and Community Committee or a need for Full Council ratification.
- A new 'Planning and Regeneration' Committee to be created, with a two (2) monthly cycle but with the ability to meet more quickly where planning issues arise.

RESOLVED

- 1. That the Council notes the report.**
- 2. That the Council agrees to the creation of a 'Planning and Regeneration' committee, to meet flexibly in line with council needs.**
- 3. That Services Committee becomes 'Services and Community', with a community engagement and development remit included.**
- 4. That Policy and Resources becomes 'Finance and Resources', with a remit to include all aspects of financial planning and policy.**
- 5. That Full Council moves to a monthly meeting cycle.**
- 6. That these changes take place from the first meeting after May 2020, with a review in January 2021.**

FC 99/19 To ratify the following policies:

The meeting ratified the following revised policies:

- a) Code of Conduct
- b) Publication Scheme
- c) Complaints and Compliments

- d) Member / Officer Relations
- e) Broadcasting and use of Social Media at Meetings

RESOLVED

1. That the Council notes the report and attached policy documents.
2. That the new policies are agreed and ratified by Council, for immediate implementation.

FC 100/19 Protocol on Officer Member Relations 2019 amendments:

The meeting ratified the revised Protocol on Officer and Member Relations policy.

RESOLVED

That the Council adopts the revised Protocol on Officer and Member Relations policy.

FC 101/19 To provide information about budget proposals for 2020/2021 financial year, for Budget Consultation with residents:

The Council Manager informed the meeting about the budget proposals for the 2020/2021 financial year, for the Budget Consultation with residents.

After some discussion members felt that the budget proposal should be based on a 10 % increase in the precept.

RESOLVED

1. That the Council notes the budget proposal and agrees a recommendation of a 10 % increase in the precept.
2. That the Council agrees to the budget consultation to be included in The Woughton Gazette for December 2019.
3. That the Council agrees to hold two (2) consultation events on Wednesday 18th December 2019 and Tuesday 7th January 2020, alongside online, postal and face to face discussions.
4. That ALL Councillors agree to promote and encourage feedback from residents.
5. That the consultation is used to agree the final budget proposal to be ratified by Council on Monday 13th January 2020.

FC 102/19 To update the meeting on the 2019/2020 budget:

The Council Manager updated the meeting on the 2019/2020 budget and the current position of the various budget headings.

RESOLVED

That the committee notes the report.

FC 103/19 To provide the meeting with an update on the 2019/2020 Service Plan and to decide on the content for the 2020/2021 Service Plan:

The Council Manager updated the meeting on the Service Planning and asked Members to decide the content on the 2020/2021 Service Plan.

It was agreed that there should be an item included on the contribution that Woughton Community Council can make towards the climate emergency.

RESOLVED

1. That the Council notes the report.

2. That the Council agrees, in principle, to restricting new initiatives and focusing on delivery of outstanding items.
3. To include an item on the contribution that Woughton Community Council can make towards the climate emergency.
4. That a final Service Plan is provided to Full Council in January 2020 for formal agreement.

Date of next meeting:

Monday 13th January 2020, 6:00pm at the Woughton Community Council Hub, The Local Centre, Garraways, Coffee Hall, Milton Keynes.

THE CHAIR CLOSED THE MEETING AT 7:20PM

Chair _____ Date _____

DRAFT