

## Woughton Community Council

### Full Council

**Minutes of the extraordinary meeting held on Tuesday 22<sup>nd</sup> June 2021, 6:00pm, outside the Woughton Community Council Hub, 60, Garraways, Coffee Hall, Milton Keynes and via Facebook Live.**

**Present: Cllrs Sue Smith (Chair), Jordan Coventry (Vice-Chair),** Elina Apse, Maggie Ferguson, Donna Fuller, Brian Hepburn, Phillip Hopcraft, Luke Louis, Ruth McMillan, Nick Scott, Liz Simpkins, Yvonne Tomlinson, Alan Williamson, Pam Wilson.

**Also present:** Steve McNay (Council Manager), Samone Winsborough (Responsible Financial Officer / Operations Manager).

#### **FC 44/21 Apologies for Absence:**

Cllr Jeanette Bobey (personal).

Cllr Amber McQuillan (Milton Keynes Council meeting)

**AGREED**

Cllr John Orr was not in attendance or gave his apologies.

Cllr Terri Parish was not in attendance or gave her apologies.

Cllr Lauren Townsend was not in attendance or gave her apologies.

**NOTED**

Cllr Carole Baume (Milton Keynes Council - Woughton & Fishermead Ward) could not attend due to another meeting commitment.

**NOTED**

#### **FC 45/21 Declaration of interests:**

Cllr Phil Hopcraft - agenda item FC 50/21 as he holds an officer position in the Coffee Hall Residents Association.

Cllr Nick Scott - agenda item FC 50/21 as he holds an officer position in the Coffee Hall Residents Association.

**NOTED**

#### **FC 46/21 Chair's Announcement(s):**

The Chair thanked all Councillors, Officers, Residents Associations, and residents for all their help and support following the recent floods.

That Chair wished Cllr Amber McQuillan a happy birthday for today and also a happy birthday to Cllr Alan Williamson for tomorrow.

The Chair asked Members present if they were happy for a working group to be set up to deal with flood prevention.

**RESOLVED**

**To set up a working group on flood prevention.**

**FC 47/21 Questions from the public:**

There were no questions from the public.

**NOTED**

**FC 48/21 To adopt and agree to implement any actions from the Internal Auditors Report:**

The Internal Auditor's report had no concerns with any aspect of the accounting process, controls and governance.

The report did mention that the publication of the exercise in public rights being less than 30 days in length.

The only recommendation was the use of a rubber stamp on all invoices and direct debit statements indicating the cost centre and nominal ledger codes, which this is being dealt with.

**RESOLVED**

**That the Committee notes the internal auditors report for 2020/2021.**

**FC 49/21 To agree the Annual Governance and Accountability Return for the year ending the 31<sup>st</sup> March 2021:**

The Chair and Leader of the Council thanked the Responsible Financial Officer and the Finance Officer for all their hard work on the accounts.

**RESOLVED**

- 1. That the Council notes the report.**
- 2. That the Council approves the Accounting Governance and Accountability Return for 2020/2021.**
- 3. That the Chair signs off on the Accounting Governance and Accountability Return.**
- 4. That the Council approves the Public Notice for 2020/2021 to be published.**
- 5. That the Council approves the distribution of all supporting papers to PFK Little-John for external auditing purposes.**

**FC 50/21 To consider the Communities & Environment Fund application from the Coffee Hall Residents Association for a community event to be held on Saturday 31<sup>st</sup> July 2021:**

Cllr Phil Hopcraft and Cllr Nick Scott declared a personal interest in this agenda item and took no part in voting.

**RESOLVED**

**To award £399 for the cost of a PA system to be used by the Coffee Hall Residents Association for their community events.**

**FC 51/21 To agree all the decisions made by Council at its meetings from Friday 7<sup>th</sup> May 2021:**

The meeting was requested to adopt all decisions made since Friday 7<sup>th</sup> May 2021. which were as follows:

**Planning, Licencing and Development Committee:**

LD05/21 – minutes agreed.

LD06/21 – Vice Chair agreed.

LD07/21 – licencing application responses to Milton Keynes Council.

LD08/21 – Submission re communications infrastructure.

LD09/21 – agreement for development and focus for the committee in the coming year.

**Services and Communities Committee:**

SC 05/21 – minutes agreed.

SC06/21 – move future meetings to a Wednesday evening.

SC07/21 – information only.

SC08/21 – agreement regarding training for councillors.

**Operations Committee:**

OC05/21 – minutes agreed.

OC06/21 – agree and adopt policies listed.

OC07/21 – agreement around obtaining equipment for Operation London Bridge and to make preparations accordingly.

OC08/21 – to investigate options regarding a fully compliant website.

OC09/21 – information only.

OC10/21 – information only.

OC11/21 – information only.

**Full Council:**

FC29/21 – minutes agreed.

FC32/21 – noting of the Returning Officers report.

FC33/21 – acceptance of office from two new councillors.

FC34/21 – agreement of committee memberships for two new councillors.

FC38/21 – note and agree minutes from committees.

FC39/21 – agreement of revised calendar of meetings.

FC41/21 – agree safeguarding policy audit.

FC42/21 – agree delegated decisions and a regular Council Managers report for future meetings.

FC43/21 – Agreement to create a Child Poverty working group for Woughton.

**RESOLVED**

- 1. That the council notes the report.**
- 2. That the council agrees to ratify all decisions made in meetings since Friday 7<sup>th</sup> May 2021, clarifying the legal position.**

**Date of next meeting:**

Tuesday 13<sup>th</sup> July 2021 via Zoom Video Call and Facebook Live.

**THE CHAIR CLOSED THE MEETING AT 6:15PM**

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

DRAFT