

## Woughton Community Council

### Full Council

**Minutes of the meeting held on Tuesday 14<sup>th</sup> September 2021, 6:00pm at the Coffee Hall Community Centre, 60, Garraways, Coffee Hall, Milton Keynes.**

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

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

#### **FC 65/21 Apologies for Absence:**

Cllr Jeanette Bobey (unwell)  
Cllr John Orr (attending another event)  
Cllr Terri Parish (work commitment)  
Cllr Yvonne Tomlinson (holiday)

**AGREED**

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

**NOTED**

#### **FC 66/21 Declaration of interests:**

There were no declarations of interest.

**NOTED**

#### **FC 67/21 Minutes of the previous Full Council meeting:**

The minutes of the meeting held on:

- Tuesday 13<sup>th</sup> July 2021.

Were **AGREED** and will be signed by the Chair as a true and correct record.

#### **FC 68/21 Chair's Announcement(s):**

£5,000 had been raised for the tunnel to tower event by the Ashlands Fire & Rescue Service on Saturday 11<sup>th</sup> September 2021.

Apple Day will be held on Saturday 25<sup>th</sup> September 2021, 10:00am to 2:00pm.

**NOTED**

**FC 69/21 Questions from the public:**

There were no questions from the public.

**NOTED**

**FC 70/21 Ward Matters arising:**

Cllr Liz Simpkins – is a member of the Harrier Court Group, after consultation with the residents on a scheme for improving the walkway, a planning application has now been submitted to Milton Keynes Council.

**NOTED**

**FC 71/21 Milton Keynes Council Ward Councillors report:**

Cllr Donna Fuller – receiving lots of casework on rats, fly tipping, parking problems and a range of other issues, it is planned to hold a Councillors Surgery every Thursday.

**NOTED**

**FC 72/21 Feedback from meetings with Outside Bodies:**

- a) Woughton Welfare Trust - Cllr Elina Apse - **Nothing to report.**
- b) MKALC - Cllr John Orr, Cllr Sue Smith, Cllr Pam Wilson - **No meeting has taken place.**
- c) Parishes Forum - Cllr Sue Smith, Cllr Alan Williamson – **A meeting will be taking place on Thursday 16<sup>th</sup> September 2021.**

**NOTED**

**FC 73/21 To agree the minutes from the following Committees:**

- a) Resources & Finance - Tuesday 6<sup>th</sup> July 2021.  
**Moved by Cllr Sue Smith and Seconded by Cllr Elina Apse.**
- b) Planning, Licencing & Development - Tuesday 20<sup>th</sup> July 2021.  
**Moved by Cllr Sue Smith and Seconded by Cllr Phil Hopcraft.**
- c) Services & Communities - Wednesday 21<sup>st</sup> July 2021.  
**Moved by Cllr Nick Scott and Seconded by Cllr Sue Smith.**

**AGREED**

**FC 74/21 Council Manager's report:**

The Council Manager updated the council on the delegated decisions and other items of note.

**RESOLVED:**

**That council notes the report.**

**FC 75/21 To agree the amended Full Council Calendar of Meeting dates:**

The Council Manager proposed minor changes to the meetings calendar to ensure fairness with regard to access and involvement.

**RESOLVED:**

1. **That council notes the report.**
2. **That council agrees to move Full Council meetings to a Monday starting at 6:30pm.**
3. **That the Services and Communities Committee to continue to hold meetings on a Wednesday at 6:00pm.**
4. **That all other committees to consider their meeting dates and start times.**

5. To agree the revised meeting dates and start time for Full Council at the October meeting.

**FC 76/21 To agree to transferring some funds from the CCLA deposit fund to the CCLA property fund:**

The Responsible Financial Officer explained to the Council the findings of an investigation into the CCLA property fund investment scheme.

**RESOLVED**

1. That the council notes the report.
2. That the council agrees to transfer £100,000 of the £200,000 from the CCLA deposit fund to the CCLA property fund.
3. That the council is prepared to assume this with the view of a long-term view on the investment (minimum of 5 years).
4. That the council agrees to review year on year (after year end) the reserves level which is readily available and review whether to deposit any more into this investment scheme.
5. That the Resources & Finance Committee at its meeting held on Tuesday 7<sup>th</sup> September 2021 resolved to fully support this proposal.
6. That the Responsible Financial Officer to check with the CCLA on their policy on converting office space to residential.

**FC 77/21 Correspondence:**

The Council Manager read out, at a resident's request, a letter thanking Cllr Phil Hopcraft for cutting back some bushes and for clearing an alley way which was overgrown on Coffee Hall.

**NOTED**

**FC 78/21 Policies:**

- a) To adopt the Councillor Anti-Bullying & Harassment Policy.
- b) To note the Code of Conduct addendum.

**RESOLVED**

1. That council notes the report and the attached papers.
2. That council agrees that the Anti Bullying and Harassment policy becomes part of the agreed suite of policies for councillors.
3. That the addendum to the Code of Conduct is NOT a formal policy, but an explanatory note to help ensure clarity.

**FC 79/21 To review the Direct Response Transport Service:**

The Council Manager updated the meeting on the Demand Responsive Transport Scheme.

**RESOLVED:**

1. That council notes the report and the associated papers.
2. That council agrees to a compilation of feedback to go to Milton Keynes Council with regard to the removal of the bus route / impact of the Demand Responsive Transport (DRT) system.
3. That the council agrees to representatives attending any parishes feedback sessions with Milton Keynes Council.
4. That council agrees to supporting the delivery of a 'Public Meeting' where residents are able to put points to those in positions of power regarding public transport in the parish.

5. To arrange for Milton Keynes Council Senior Transport Officers and representatives from the contractor to attend a meeting of the Full Council.

**FC 80/21 To agree the Office Christmas opening and closing times:**

The Council Manager proposed the opening hours and staffing agreement for Christmas 2021.

**RESOLVED:**

1. That council notes the report.
2. That council agrees to:
  - a. Closure of the offices at lunchtime on Christmas Eve
  - b. Reopening of the offices on 4<sup>th</sup> January 2022
  - c. That the three (3) days between Christmas and New Year that are not considered as 'public holidays' be considered as the two 'special' days allocated, with an additional day awarded at the discretion of the council.
3. To review the Community Fridge opening hours over the Christmas Holidays.
4. That the Operations Committee at their November committee meeting looks into developing a policy for regular Christmas and New Year office opening and closing.

**FC 81/21 To discuss the 2022/2023 Service Plan:**

The Council Manager informed the meeting that Members are requested to think about priorities for the next service plan, which will feed into the budget setting process.

Members were asked to contact the Council Manager with any ideas.

**NOTED**

**FC 82/21 To update the meeting on future events:**

The following events have already been suggested:

- Santa Sleigh.
- A Halloween event.
- An event to celebrate Diwali.
- Apple Day

Cllr Maggie Ferguson suggested a rolling youth club covering each estate.

The Council Manager asked members to think of any other ideas.

The Services & Communities Committee will start to consider planning for future events at their next meeting.

**RESOLVED**

**That the Services & Communities Committee to consider planning for future events at their next meeting.**

**Date of next meeting:**

Tuesday 12<sup>th</sup> October 2021 6:00pm, at the Coffee Hall Community Centre, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

**THE CHAIR CLOSED THE MEETING AT 7:08PM**

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

DRAFT