

## Woughton Community Council

### Full Council

**Minutes of the meeting held on Monday 17<sup>th</sup> January 2022, 6:30pm at the Woughton Community Council Hub, Council Chambers, 60, Garraways, Coffee Hall, Milton Keynes.**

**Present: Cllrs Sue Smith (Chair), Jordan Coventry (Vice-Chair), Donna Fuller, Phillip Hopcraft, Ruth McMillan, Nick Scott, Alan Williamson.**

**Also present:** Steve McNay (Council Manager).

**In attendance:** Cllrs Elina Apse, Brian Hepburn, Luke Louis, Amber McQuillan, John Orr, Liz Simpkins, Yvonne Tomlinson, Lauren Townsend, Pam Wilson.

**Also in attendance:**

Brian Barton (Committee & Member Services Officer),  
Tash Darling (Youth Manger/Safeguarding Lead Officer),  
Sean Perry (Community Services Manager),  
Samone Winsborough (Responsible Financial Officer/Operations Manager).

**FC 133/22 Apologies for Absence:**

Cllr Janette Bobey (unwell)  
Cllr Margaret Ferguson (personal)

**AGREED**

Cllr Terri Parish was not in attendance and did not submit her apologies.

**FC 134/22 Declaration of interests:**

There were no declarations of interest.

**NOTED**

**FC 135/22 Minutes of the previous Full Council meeting:**

The minutes of the meeting held on:

- Monday 6<sup>th</sup> December 2021.

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

**FC 136/22 Chair's Announcement(s):**

The Chair informed the meeting that the Community Fridge and Community Larder is still open to residents, but due to present Covid-19 restrictions it was felt that it was safer to keep the Community Café closed for the time being.

## **NOTED**

### **FC 137/22 Questions from the public:**

A resident had provided a written question about training provision for staff on disability awareness, and asked about the provision of disabled access and parking spaces, and confirmation that all toilet facilities had emergency pull cords in each of the community buildings run by Woughton Community Council.

The Council Manager said he will provide a report at the next meeting.

### **RESOLVED**

**That the Council Manager to provide a report on the provision of disabled access, and facilities to all of the community buildings run by Woughton Community Council.**

### **FC 138/22 Ward Matters arising:**

Cllr Brian Hepburn requested at the next meeting that the issue regarding rats is discussed.

Cllr Margaret Ferguson had provided a written statement "I would like to raise the issue with the lights in the underpasses again as I feel like we are no further forward with this and would like to ask Full Council to help contact Milton Keynes Council in this matter for a full and frank explanation from Milton Keynes Council on this if this is possible? I feel that when contacting as individual residents or councillors people are being fobbed off".

### **RESOLVED**

- 1. To discuss at the next meeting the problem of rat sightings on various estates.**
- 2. That the Council Manager to write to Milton Keynes Council about the lack of repairs to the lights in the underpasses that are not working.**

### **FC 139/22 Milton Keynes Council Ward Councillors report:**

Cllr Donna Fuller reported to the meeting that has been an increase in casework regarding rat sightings, housing provision and housing repairs, the lack of underpass lighting.

Cllr Fuller said she will soon be able to report back on some positive news at a future meeting.

## **NOTED**

### **FC 140/22 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 - Annual General Meeting held on Wednesday 1<sup>st</sup> December 2021, where a list of speakers were agreed for future presentations at meetings.**
- c) Parishes Forum - Cllr Sue Smith, Cllr Alan Williamson – a meeting was held on Thursday 9<sup>th</sup> December 2021, a representative from Thames Valley Police said thirty (30) additional Officers were soon to be in post, Police priorities have been set to tackle knife crime, domestic violence and burglary. There were discussion on prioritising flood prevention, preparations for the Queen's Platinum Jubilee celebrations to include addition tree planting.**

**NOTED**

**FC 141/22 To note the minutes from the following Committees:**

a) Resources & Finance – Monday 29th November 2021.

**NOTED**

**FC 142/22 Council Manager's report:**

The Council Manager updated the Council on various activities and delegated decisions made since the previous meeting.

**RESOLVED:**

**That the Council notes the report.**

**FC 143/22 To agree changes to the 2022/2023 Service Plan:**

The Council Manager provided Version 2 of the Service Plan for 2022/2023 to the Full Council meeting for information/discussion.

**RESOLVED**

1. **That Council notes the report.**
2. **That Council agrees to the £30,000 budget allocation, in line with the budget proposal for 2022/2023.**
3. **That the following changes are made to the document:**
  - a. **That items 6, 10, 20 and 28 are considered for grant funding, with expenditure limited until such time as any options are agreed. Item 20 should not proceed without grant funding to cover this.**
  - b. **That item 7 is reduced to fewer sessions, open to all suitable groups / individuals across the parish and is funded through the training budget.**
  - c. **That item 9 is considered as an investment, linked to contract delivery, and is NOT included as part of the service plan spend, but is considered as capitalised over 10 years.**
  - d. **That item 29 remains on the plan, but that a clear case is made prior to any external company being appointed and only with the further agreement of the Services & Communities Committee once assurances are made. However, improvements to CCTV provision on Woughton Community Council buildings and the surrounding areas can take place.**

**FC 144/22 To update the committee on the Interim Auditor's Report:**

The Responsible Financial Officer updated the Council on the results from the interim audit report dated 23<sup>rd</sup> November 2021.

The Council noted that there were no outstanding recommendations to be actioned.

**RECOMMENDATION:**

**That the Council notes the report.**

**FC 145/22 To consider the 2022/2023 Precept & Budget:**

The Council agreed the final budget for the financial year 2022/2023.

**RECOMMENDATION:**

1. **That the Council notes the report.**
2. **That a 3% rise in the precept level is approved by Council.**
3. **That the budget be approved with the agreed precept rise.**

4. That the Council agrees to fund the new landscape depot and agrees to a period of 'capitalisation' that it should be paid back over.
5. To note that the Balance carried forward for the end of this financial year (2021/2022) will be accounted differently and therefore the reserves will look to be reduced by £100,000 as our LAPF (Local Authorities Property Fund) investment will now sit in box (9) and not be included in our total reserves box (7).

**FC 146/22 To update the Council on the Landscape Depot and Landscape Contract:**

The Council Manager informed the Council of the proposals for the new Depot site, alongside recommendations for funding.

**RESOLVED:**

1. That Council notes the report.
2. That Council agrees to the amount of funding of £25,000.
3. That this investment takes place once the lease for the site is confirmed and, at this point, all existing lease agreements for Fishermead / Eaglestone are terminated.

**FC 147/22 To update the Council on Delegated Powers and January meetings:**

The Council Manager proposed some changes to meetings and delegated powers due to risk management because of Covid-19.

Cllr Donna Fuller moved and Cllr Sue Smith seconded an amendment to item 2 b which was to add at the end of the recommendation "in consultation with other Councillors".

The Council approved the amendment.

**RECOMMENDATION:**

1. That Council notes this report.
2. That Council agrees to:
  - a. Meetings held online only where possible, with delegated powers used to action.
  - b. Where necessary, a quorate number of members is in the Chambers, with others attending online, where decisions are only made by those present, in consultation with other Councillors.
  - c. That this position is reviewed on a monthly basis within the Full Council meeting.
3. That Council agrees to a blanket dispensation regarding the 'six month' rule during the period of difference, to ensure that no councillor falls foul due to maintaining safety precautions.

**FC 148/22 To update the Council on the Covid-19 Risk Management:**

The Council Manager updated the Council on the Covid-19 risk management / operational concerns.

**RESOLVED:**

1. That Council notes this report.
2. That Council agrees to:

- a. Continue to deliver the essential services (landscaping, fridge, larder) using existing staffing resources (i.e. continuing to reduce use of volunteers).
- b. Keep the community café closed until such time as the risks are sufficiently manageable to re-open safely.
- c. Keep the offices closed whilst the ‘work from home if possible’ advice is in place.
- d. Monitor the situation over the coming weeks in terms of numbers, impact on health services, etc. and assess on a weekly basis.

**Date of next meeting:**

Monday 7<sup>th</sup> February 2022 6:30pm, at the Coffee Hall Community Centre, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

**THE CHAIR CLOSED THE MEETING AT 7:33PM**

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