



MINUTES OF FULL COUNCIL MEETING

Monday 07 December 2020 at 19h15

This was a “VIRTUAL” meeting using Video Conferencing

(In accordance with the *Coronavirus Act 2020)

Councillors Present: Cllr’s David Monk (DM)-Chair, Tim Small (TS)-Vice-chair, Anton Kamm (AK), Peter Brown (PB), John Bint (JB), Yemi Olayemi (YO), Alain Bompeti (AB), Gary Brighton (GB); Patrick Stiles (PS); Macsene Isles-Ahite (MIA), Ryan Gillies (RG), Rishi Sharda (RS)

Officers Present: Vicky Mote (Clerk); Lynn Maddocks (CEO); Rodi Lee (Community Officer)

In Attendance: Ward Cllr’s Sam Crooks (SC), John Bint (JB)-dual hat, member of the public.

Virtual Public session opened 19h15; Full council convened at 19h38

Ref	AGENDA
FC20/21-57	<p>Public question time, including Parish and Ward Councillor updates: In accordance with Standing Order 3.4 & 3.5 members of the public may ask questions on any matters dealt with by Full Council included on this agenda. <i>(please note that this item will generally be restricted to a maximum of 15 minutes, subject to Chair’s discretion).</i></p> <p>The Chairman noted the premature death of Joanne Small, former Parish Councillor and wife of current Councillor and Vice Chairman Tim Small. The Chairman paid tribute to the work done by Jo over the last 8 years in office for this Parish and for her participation as an officer of Cygnets, Middleton School PTA, Village Hall and MK City Colts FC and specifically as a tireless fundraiser. Jo had borne her illness with remarkable courage and great spirit. This Council passes on its thanks and sincerest condolences to her family and many friends.</p>
FC20/21-58	<p>Apologies: No apologies</p>
FC20/21-59	<p>Declaration of Interest: Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted and in any contract to be considered.</p> <p>Cllr JB, who is a member of the Development Control Panel declared an interest in Planning matters. He will not express any opinion on planning applications however, is happy to comment on any planning processes.</p> <p>Clerk confirmed that councillors do not need a dispensation to take part in business of setting the precept as it is a decision affecting the generality of the public within the parish and not just affecting individual councillors.</p>
FC20/21-	<p>COVID-19 Measures, Clerk confirmed no new update, continue to follow government</p>

60	guidelines. Office remains closed to the general public.																																																																																																				
FC20/21-61	Council Action Plan: Clerk to give an update on progress of council agreed actions. Clerk requested guidance how far afield leaflet drop on item relating to Land Access-Middleton should take place. Council AGREED residents within the immediate vicinity and further distribution via social media platforms.																																																																																																				
FC20/21-62	Minutes Council RESOLVED that the draft minutes of the Full Council meeting held on on 02 November 2020 be accepted as a true copy; duly signed by Cllr DM (Chair).																																																																																																				
FC20/21-63	<p>Finance</p> <p>1. Payments, NOTED for the period 01/11/20 to 30/11/20, as circulated prior to meeting.</p> <table border="1"> <thead> <tr> <th colspan="5">Broughton & Milton Keynes Parish Council</th> </tr> <tr> <th colspan="5">Current Bank A/c</th> </tr> <tr> <th colspan="5">List of Payments made between 01/11/2020 and 30/11/2020</th> </tr> <tr> <th>Date</th> <th>Payee Name</th> <th>Ref</th> <th>Amount</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>01/11</td> <td>Connexin Internet Phone Co</td> <td>DD</td> <td>£60.00</td> <td>VOIP (4) Phones-Nov 20</td> </tr> <tr> <td>01/11</td> <td>IT'sEeze Website</td> <td>DD</td> <td>£54.00</td> <td>Website Hosting-Nov 20</td> </tr> <tr> <td>10/11</td> <td>The Community Heartbeat Trust</td> <td>BACS</td> <td>£198.00</td> <td>Defib (MKV) Annual Support</td> </tr> <tr> <td>10/11</td> <td>The Community Heartbeat Trust</td> <td>BACS</td> <td>£2,700.00</td> <td>Defib (MKV) Supply/Fit</td> </tr> <tr> <td>10/11</td> <td>RTM Landscapes</td> <td>BACS</td> <td>£944.30</td> <td>Monthly Landscaping-Oct 20</td> </tr> <tr> <td>10/11</td> <td>MP Payroll Solutions</td> <td>BACS</td> <td>£45.60</td> <td>Payroll-Nov 20</td> </tr> <tr> <td>10/11</td> <td>Milton Keynes Play Assoc</td> <td>BACS</td> <td>£784.00</td> <td>Half Term Play/Halloween Craft</td> </tr> <tr> <td>10/11</td> <td>Marcus Young Environmental</td> <td>BACS</td> <td>£831.60</td> <td>Bin Servicing-Oct 20</td> </tr> <tr> <td>10/11</td> <td>MK Marking Systems</td> <td>BACS</td> <td>£1,632.00</td> <td>Noticeboard-Brooklands</td> </tr> <tr> <td>18/11</td> <td>The National Allotment Society</td> <td>BACS</td> <td>£67.00</td> <td>Annual Subscription</td> </tr> <tr> <td>18/11</td> <td>Geoffrey Leaver Solicitor</td> <td>BACS</td> <td>£411.00</td> <td>Land Access-Middleton</td> </tr> <tr> <td>18/11</td> <td>Buck & MK Association</td> <td>BACS</td> <td>£255.10</td> <td>Training</td> </tr> <tr> <td>18/11</td> <td>Milton Keynes Ass of Local C</td> <td>BACS</td> <td>£90.00</td> <td>Annual Member Jun 20-Jun 21</td> </tr> <tr> <td>18/11</td> <td>Information Commission Office</td> <td>DD</td> <td>£35.00</td> <td>Annual Data Protection Fee</td> </tr> <tr> <td>26/11</td> <td>MP Payroll Solutions</td> <td>BACS</td> <td>£8,507.42</td> <td>Salaries-Nov 20</td> </tr> <tr> <td colspan="3">Total</td> <td>£16,615.02</td> <td></td> </tr> </tbody> </table> <p>2. Income and Expenditure Report, Council NOTED the monthly detailed report by budget heading as presented by the RFO (circulated prior to meeting).</p> <p>3. Credit Card Approval. Council RESOLVED to agree a credit limit of £500 and a delegated decision to the Clerk and two signatories on the agreed and most appropriate card.</p> <p>4. External year end audit results 31/03/20. Clerk presented the final comments from external auditor PKF Littlejohns.</p>	Broughton & Milton Keynes Parish Council					Current Bank A/c					List of Payments made between 01/11/2020 and 30/11/2020					Date	Payee Name	Ref	Amount	Transaction Detail	01/11	Connexin Internet Phone Co	DD	£60.00	VOIP (4) Phones-Nov 20	01/11	IT'sEeze Website	DD	£54.00	Website Hosting-Nov 20	10/11	The Community Heartbeat Trust	BACS	£198.00	Defib (MKV) Annual Support	10/11	The Community Heartbeat Trust	BACS	£2,700.00	Defib (MKV) Supply/Fit	10/11	RTM Landscapes	BACS	£944.30	Monthly Landscaping-Oct 20	10/11	MP Payroll Solutions	BACS	£45.60	Payroll-Nov 20	10/11	Milton Keynes Play Assoc	BACS	£784.00	Half Term Play/Halloween Craft	10/11	Marcus Young Environmental	BACS	£831.60	Bin Servicing-Oct 20	10/11	MK Marking Systems	BACS	£1,632.00	Noticeboard-Brooklands	18/11	The National Allotment Society	BACS	£67.00	Annual Subscription	18/11	Geoffrey Leaver Solicitor	BACS	£411.00	Land Access-Middleton	18/11	Buck & MK Association	BACS	£255.10	Training	18/11	Milton Keynes Ass of Local C	BACS	£90.00	Annual Member Jun 20-Jun 21	18/11	Information Commission Office	DD	£35.00	Annual Data Protection Fee	26/11	MP Payroll Solutions	BACS	£8,507.42	Salaries-Nov 20	Total			£16,615.02	
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FC20/21-64	<p>Budget and Precept 2021/22</p> <p>1. To receive, consider and approve the 2021/22 budget. Council RESOLVED to adopt the budget for 2021/22 with a predicted expenditure of £230,467 and non-precept income of £19,699.</p> <p>2. Responsible Financial Officer (RFO) Annual report and recommendations: Council received and NOTED RFO report dated 04/12/20.</p> <p>Council RESOLVED to accept RFO report and recommendations under Fixed Costs</p>																																																																																																				

	<p>£183,987 page 3+4, apart from £5,000 budget for potential office move. Council RESOLVED to accept RFO report and recommendations under Variable Costs £46,480.</p> <p>3. <u>To set the Precept 2021/22</u> Council NOTED the report and had a full discussion on the details of the 2021/22 Budget and Precept demand in advance of agreeing the budget and precept on 07/12/20.</p> <p><u>Precept Demand 2021/22</u> An additional draft working paper was tabled, which included a precept calculation based on the confirmed tax base for 2021/22 of 5857 and a recommendation of a 0% increase on precept demand if the budget was to remain as drafted paper. This would yield an average Band D precept in 2021/22 of £33.69 and a total precept of £197,322.</p> <p>Council RESOLVED to accept a precept demand of £197,322 at no Band D equivalent increase to residents.</p> <p>4. Review and agree Reserve Policy BMK-PC17 The policy had been circulated to members in advance of the meeting. Having reviewed Council RESOLVED to adopt this policy with no amendments.</p>
FC20/21-65	<p>Committee Minutes (fixed item), to NOTE minutes and approve recommendations.</p> <p>1. Asset & Maintenance Committee. Council NOTED the draft minutes dated 19/11/20. To appoint new members; Cllr RG requested to become a member; Council RESOLVED to appoint Cllr RG to this committee.</p> <p>2. Planning and Licensing Committee. Council NOTED the draft minutes dated 16/11/20. To appoint new members. There were no additional member requests.</p> <p>3. People, Policy, Process Committee. (a) Council to agree a Staffing Sub-Committee or separate independent Staffing Committee and approve Terms of Reference. Council were not in a position to make a decision, Clerk to add to the next full council agenda 11/01/21. (b) Council to approve Maternity Leave Policy. Clerk confirmed has been working with Cllr TS; more time required to finalise. Council RESOLVED to devolve the decision to Clerk and Cllr TS to agree and complete this policy.</p> <p>4. Youth Engagement Committee. Council NOTED the draft minutes dated 23/11/20. (a) Council to approve proposed Terms of Reference; Council RESOLVED to approve the Terms of Reference. (b) Council to approve delegated powers YE20/21.07. Council RESOLVED to agree the recommended delegated powers to spend within a budget of £5,000.</p>
FC20/21-66	<p>Consultations Papers (fixed item). Council consider and agree responses to current consultations.</p> <p>1. Admission Arrangements for September 2022, deadline 16/11/2020 - 01/01/2021. https://www.milton-keynes.gov.uk/consultations/612 Council RESOLVED not to respond to this consultation.</p>

	<p>2. Draft Milton Keynes Sustainable Construction Supplementary Planning Document (SPD), deadline 04/01/21. https://www.milton-keynes.gov.uk/planning-and-building/draft-sustainable-construction-supplementary-planning-document Council RESOLVED to accept the consolidated report presented by Cllr PS. Clerk to submit by deadline.</p> <p>3. Waste and Recycling Collection Consultation, deadline 02/11/2020 - 24/01/2021. https://www.milton-keynes.gov.uk/consultations/609 Cllr PS volunteered to collate responses, to be presented at next full council meeting 11/01/21.</p>
FC20/21-67	<p>Foodbank Proposal. Council to review and consider a 3-month trial. Full proposal with options circulated by Lynn Maddocks prior to meeting. Following discussion, Council RESOLVED to agree with the Staff preferred Option A, Foodbank use of meeting room space only, with side access.</p>
FC20/21-68	<p>Next Meeting and Items for future agenda(s):</p> <ol style="list-style-type: none"> 1. Council NOTED the next Full Council meeting (virtual), Mon 11/01/21 @ 19h15. 2. Council NOTED annual meeting calendar 2021/22, Clerk confirmed further meetings still to be confirmed and added.

Meeting ended 20h47

DRAFT

ADDENDUM - FC20/21-40 Public question time, including Ward Councillor updates

Ward Report – Sam Crooks & Kerrie Bradburn Monday 7 December 2020

GENERAL

Two points - both strategic – having regard to the fact that within a few years the Parish Council will be one of the largest in Milton Keynes, and more directly concerned with many people's daily lives than MK Council.

MK Council is now actively devolving its landscaping functions but only with a financial grant equivalent to present day standards. Within the parish both the Parks Trust and the Parish Council itself maintain landscaping to a significantly higher standard. Would the Parish Council consider asking the Parks Trust to look after the MK Council land when eventually transferred?
(declaration: Sam is a Parks Trust trustee)

Both the Broughton & Brooklands Pavilions are known to be in financial difficulties as 1Life struggle with the impact of COVID-19 lockdown. Would the Parish Council consider taking these over to ensure local direction of what they offer?

BROOKLANDS

The completion of Fen Street to the A421 (and effectively Junction 13) is only a matter of months away. Here's what we're doing:

- ◆ We've asked to meet the Police to see if we can get a speed camera - over 500 people signed Kerrie's petition last year.
- ◆ We're writing to Gazeley (who now own the whole of Magna Park) and all of their tenant firms to ask that they require their inward and outward bound drivers to follow legally "**designated**" routes so as not to enter Fen Street.
- ◆ We're exploring with the Council what urgent temporary measures can be taken in roads like Andania Lane and Montague Crescent which are becoming rat runs.

BROUGHTON

We've facilitated a discussion between the Hindu Association trustees and the Ferry Meadows residents about landscaping the Temple grounds and work on its notice board.

BROUGHTON GATE

The road works to install a new pedestrian crossing on Countess Way by Warwick Avenue are still scheduled to be completed before Christmas.

MIDDLETON

Thank you to the Parish Council for responding so quickly to Sam's suggestion that he (through his ward budget) share the installation costs of a new litter bin in the car park in Middleton that crosses the brook to Willen Lake.

OAKGROVE

The handover of the Habitat Corridor, the play areas and the BMX track from Crest Nicholson to the Parks Trust should- all being well - complete by the end of the year.

END