



MINUTES OF FULL COUNCIL MEETING

Monday 22 June 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, Patrick Stiles (PS), Anton Kamm (AK), Peter Brown (PB), John Bint (JB), Yemi Olayemi (YO), Rishi Sharda (RS), Alain Bompeti (AB), Gary Brighton (GB)

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

Virtual Public session opened 19h15; Full council convened at 19h26

Ref	MINUTES
FC19/20-157	<p>Public question time, including 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>There were no members of the public present, refer to Addendum for Ward Councillor reports and comments</p>
FC19/20-158	<p>Apologies: There were no apologies to note.</p>
FC19/20-159	<p>Declaration of Interest: In accordance with the Localism Act 2011 Section 29(1). Council NOTED the following:</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>Cllr DM and GB declared an interest in agenda item FC19/20-165.1 Grant application from Milton Keynes Village Hall.</p>
FC19/20-160	<p>Council Action Plan: Clerk update given and report NOTED by council. Clerk confirmed will ensure all live actions are kept separate to closed action (different tabs).</p>
FC19/20-161	<p>Minutes Council RESOLVED to approve the following minutes as an accurate record of the meeting(s) and they were subsequently signed by the Chair.</p> <ul style="list-style-type: none"> • Full Council meeting held on 2 March 2020; • Extraordinary Full Council meeting 20 March 2020.
FC19/20-162	<p>Annual Accounts and Return for the year ended 31 March 2020</p> <ol style="list-style-type: none"> 1. <u>Annual Internal Audit Report 2019/20</u> Council considered the Internal Audit report from Auditing Solution Ltd relating to financial year ending 31 March 2020, which had been circulated in advance of the meeting. Clerk asked council to note that there were no issues arising. Council RESOLVED to adopt the report and note the commendation from the auditor for the Clerks excellent record keeping. 2. <u>Asset Register as at 31/03/20 revised</u> Council RESOLVED to adopt.

	<p>3. <u>Annual Accounts for 2019/20</u> Council RESOLVED to approve</p> <p>4. <u>Annual Governance and Accountability Return (AGAR) 2019/20 Part 3</u> Council considered the report, which had been circulated in advance of the meeting.</p> <p>(a) Section 1: Annual Governance Statement 2019/20. (b) Section 2: Accounting Statements 2019/20.</p> <p>Council RESOLVED that the Annual Governance Statement Return 2019/20 be endorsed and adopted.</p>																																																																																															
FC19/20-163	<p>Broughton and Milton Keynes COVID-19 Emergency Measure Plan (FC19/20-160) Council reviewed and RESOLVED to keep the emergency measures plan in place and continue to review on a monthly basis.</p>																																																																																															
FC19/20-164	<p>General Power of Competence Council RESOLVED to take the powers of General Power of Competence and agreed that the Council meets the criteria for eligibility relating to its electoral mandate and qualified Clerk as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.</p>																																																																																															
FC19/20-165	<p>Finance</p> <p>1. Grant(s), Council considered the grant application from Milton Keynes Village Hall and RESOLVED to award £1,750 in support of their application. Cllr's DM and GM abstained from the vote.</p> <p>2. Payments to note payments made as per payments list circulated;</p> <p style="text-align: center;">Broughton & Milton Keynes Parish Council Current Bank A/c List of Payments made between 01/04/2020 and 22/06/2020</p> <table border="1"> <thead> <tr> <th>Date Paid</th> <th>Payee Name</th> <th>Reference</th> <th>Amount Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>01/04/2020</td> <td>Connexin Internet Phone Co</td> <td>DD</td> <td>£60.00</td> <td>VOIP Phones (4)</td> </tr> <tr> <td>01/04/2020</td> <td>Virgin Mobile</td> <td>DD</td> <td>£6.33</td> <td>Mobile Phone-Apr 20</td> </tr> <tr> <td>14/04/2020</td> <td>Anglian Water</td> <td>BACS</td> <td>£78.47</td> <td>BR Allotment</td> </tr> <tr> <td>14/04/2020</td> <td>Anglian Water</td> <td>BACS</td> <td>£65.45</td> <td>KC Allotment</td> </tr> <tr> <td>14/04/2020</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>£748.80</td> <td>Bin Servicing Feb 20</td> </tr> <tr> <td>14/04/2020</td> <td>MP Payroll Solutions</td> <td>BACS</td> <td>£45.60</td> <td>Payroll-Apr 20</td> </tr> <tr> <td>14/04/2020</td> <td>Gillard, Mr C</td> <td>BACS</td> <td>£75.00</td> <td>KC35 50% Deposit Refund-CHK</td> </tr> <tr> <td>14/04/2020</td> <td>RTM Landscapes</td> <td>BACS</td> <td>£1,538.30</td> <td>Monthly Landscaping+Repairs</td> </tr> <tr> <td>16/04/2020</td> <td>Millstream Estate</td> <td>BACS</td> <td>£1,604.88</td> <td>Old Forge Ridge Repair</td> </tr> <tr> <td>21/04/2020</td> <td>IT'sEeze Website</td> <td>DD</td> <td>£54.00</td> <td>Website Hosting-Apr 20</td> </tr> <tr> <td>24/04/2020</td> <td>MP Payroll Solutions</td> <td>BACS</td> <td>£5,835.80</td> <td>Payroll Salaries-Apr 20</td> </tr> <tr> <td>24/04/2020</td> <td>Fire & Electrical Safety</td> <td>BACS</td> <td>£96.00</td> <td>Bi Annual Fire Alarm/Lighting</td> </tr> <tr> <td>01/05/2020</td> <td>Connexin Internet Phone Co</td> <td>DD</td> <td>£60.00</td> <td>VOIP Phones (4)-May 20</td> </tr> <tr> <td>01/05/2020</td> <td>IT'sEeze Website</td> <td>DD</td> <td>£54.00</td> <td>Website Hosting-May 20</td> </tr> <tr> <td>01/05/2020</td> <td>Virgin Mobile</td> <td>DD</td> <td>£6.33</td> <td>Mobile Phone-May 20</td> </tr> <tr> <td>06/05/2020</td> <td>Colin Bowker</td> <td>BACS</td> <td>£138.69</td> <td>Contractor-Apr 20</td> </tr> <tr> <td>06/05/2020</td> <td>MP Payroll Solutions</td> <td>BACS</td> <td>£45.60</td> <td>Payroll-May 20</td> </tr> <tr> <td>06/05/2020</td> <td>Marcus Young Landscapes</td> <td>BACS</td> <td>£900.00</td> <td>Bin Servicing-Mar 20</td> </tr> </tbody> </table>	Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail	01/04/2020	Connexin Internet Phone Co	DD	£60.00	VOIP Phones (4)	01/04/2020	Virgin Mobile	DD	£6.33	Mobile Phone-Apr 20	14/04/2020	Anglian Water	BACS	£78.47	BR Allotment	14/04/2020	Anglian Water	BACS	£65.45	KC Allotment	14/04/2020	Marcus Young Landscapes	BACS	£748.80	Bin Servicing Feb 20	14/04/2020	MP Payroll Solutions	BACS	£45.60	Payroll-Apr 20	14/04/2020	Gillard, Mr C	BACS	£75.00	KC35 50% Deposit Refund-CHK	14/04/2020	RTM Landscapes	BACS	£1,538.30	Monthly Landscaping+Repairs	16/04/2020	Millstream Estate	BACS	£1,604.88	Old Forge Ridge Repair	21/04/2020	IT'sEeze Website	DD	£54.00	Website Hosting-Apr 20	24/04/2020	MP Payroll Solutions	BACS	£5,835.80	Payroll Salaries-Apr 20	24/04/2020	Fire & Electrical Safety	BACS	£96.00	Bi Annual Fire Alarm/Lighting	01/05/2020	Connexin Internet Phone Co	DD	£60.00	VOIP Phones (4)-May 20	01/05/2020	IT'sEeze Website	DD	£54.00	Website Hosting-May 20	01/05/2020	Virgin Mobile	DD	£6.33	Mobile Phone-May 20	06/05/2020	Colin Bowker	BACS	£138.69	Contractor-Apr 20	06/05/2020	MP Payroll Solutions	BACS	£45.60	Payroll-May 20	06/05/2020	Marcus Young Landscapes	BACS	£900.00	Bin Servicing-Mar 20
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26/05/2020	KC 35 Gillard, Mr C	BACS	£75.00	KC35 50% Deposit Refund-CHK
26/05/2020	Anglian Water	BACS	£1.44	MKV-Paddock
26/05/2020	Anglian Water	BACS	£1.44	MD Allotment
26/05/2020	Anglian Water	BACS	£1.44	WR Allotment
26/05/2020	Anglian Water	BACS	£15.60	BR Allotment
26/05/2020	Anglian Water	BACS	£2.92	Oakgrove Office Water
26/05/2020	RTM Landscapes	BACS	£2,564.30	Landscaping+plot clearance
26/05/2020	Marcus Young Landscapes	BACS	£770.40	Bin Servicing-Apr 20
26/05/2020	MP Payroll Solutions	BACS	£8,016.70	Payroll Salaries-May 20
26/05/2020	EDF Energy	BACS	£67.33	Office Elect 26/03-28/04
01/06/2020	Virgin Mobile	DD	£6.33	Mobile-Jun 20
01/06/2020	Connexin Internet Phone Co	DD	£60.00	VOIP Phones (4)-Jun 20
01/06/2020	IT'sEeze Website	DD	£54.00	Website Hosting-Jun 20
04/06/2020	EDF Energy	BACS	£54.90	Office Elect 29/04-29/05
04/06/2020	Colin Bowker	BACS	£569.38	Contractor-May 20
04/06/2020	Auditing Solutions	BACS	£534.00	Internal End Year Audit
04/06/2020	RTM Landscapes	BACS	£2,310.00	Allotment Clearance
11/06/2020	Gao, A	BACS	£10.00	KC33 Deposit Refund-Key
11/06/2020	KC32 Carrington, R	BACS	£10.00	KC32 Deposit Refund-Key
11/06/2020	Stay Safe Line Worker	BACS	£431.28	Stay Safe Annual Subs
11/06/2020	RTM Landscapes	BACS	£216.00	BR31 Plot Clearance
11/06/2020	Cute Maps	BACS	£182.00	Cute Maps
11/06/2020	MP Payroll Solutions	BACS	£45.60	Payroll-Jun 20
11/06/2020	BT Business	BACS	£187.20	Office Internet Services
11/06/2020	Viking Stationary	BACS	£112.08	Stationary
Total Payments			£27,712.59	

BANK ACCOUNT BALANCES AT 22/06/20

Lloyds Current Account (01696993)	£171,623.60
Lloyds Savings Account (06263475)	£31,632.90
Public Sector Deposit Fund	£25,000.00
TOTAL FUNDS	£228,256.50

3. Monthly Finance Report, Council RESOLVED to accept the monthly detailed Income and Expenditure by budget heading report and cash book balances presented by the RFO for period 1 April 2020 to 19 June 2020

FC19/20-166 **Consultations Papers** (fixed item). To agree Parish Council responses to current consultations. None to consider.

FC19/20-167 **Committee Minutes** (fixed item), to note minutes and consider any recommendations.

1. Planning and Licensing Committee – Cllr PS (Chair)
Council NOTED the following minutes of the meeting(s) held on 16/03/20; 20/04/20; 15/05/20 and draft minutes 15/06/20.

2. Asset & Maintenance Committee – Cllr TS (Chair)
Council NOTED the following minutes of the meeting(s) held on 23/04/20 and draft minutes 21/05/20.

AM20/21-25, council final decision on complaint KC42, following investigation by the Chair, Council RESOLVED to uphold the Allotment Officers recommendation of final warning.

	<p>3. People, Policy, Process Committee – Cllr RS (Chair) PPP19/20-25, Staff annual reviews and Return to work plan COVID-19.</p> <p>Council officially welcomed Rodi to her new role as Community Officer. Employees left the virtual meeting whilst council considered and agreed the following: RESOLVED to agree the following NJC salary scales: E1 (LC3-35) and E2 (LC1-12). New scales to be backdated to 1 April 2020; Once central government has approved the 2020/21 pay scales, all employees to be backdated to 1 April 2020.</p> <p>Council thanked Vicky Mote (Clerk/RFO) and Lynn Maddocks (Community Engagement & Operations Officer) for their hard work during the last year.</p> <p>Council RESOLVED to keep updated with Government guidelines in considering “Return to Work”. Clerk confirmed that the current setup with one employee working from home is effective and team meetings take place beginning and end of each working day.</p>
FC19/20-168	<p>Guidelines for Pool Bike Users Clerk circulated new policy BMK-HR12 , which includes Risk Assessment and Declaration. Council RESOLVED to adopt the new policy with immediate effect.</p>
FC19/20-169	<p>Title Change from Parish Council to Community Council After consideration Council RESOLVED to keep their name as Broughton and Milton Keynes Parish Council.</p>
FC19/20-170	<p>Branding. Council considered and RESOLVED to devolve the final decision to Cllr’s AK, TS and Clerk.</p>
FC19/20-171	<p>Councillor Reports and Items for Future Agenda No reports of future agenda items.</p>
FC19/20-172	<p>Meeting: Council to agree date for Operational Effectiveness Review. Council RESOLVED that Clerk send out some dates for end of July.</p> <p>Council to NOTE 6 July 2020 Full Council Meeting (Virtual) @ 19h15</p>

Meeting ended 21h12

Name/Signature:	David Monk	
Position/Date:	Chair	

ADDENDUM - FC19/20-157 Public question time, including Ward Councillor updates

Ward Report – Sam Crooks & Kerrie Bradburn-Monday 22 June 2020

GENERAL

First, may we thank the many groups of people who contributed to the Food Bank Xtra from Middleton and Broughton, particularly the organisers who acted as estate collection points. The success of the Food Bank has been extraordinary – but it was dependent on the generosity and effort of local residents. So far as we can tell there have been 14 deaths from the virus between 1 March and 31 May in the area comprising Broughton, Middleton & Kents Hill. This is based on ONS *Middle-Layer Super Output Areas* data which divide Milton Keynes into 32 areas and includes deaths in hospital and care homes.

BROOKLANDS

Roadworks along the Newport Road have caused some problems for residents but we understand these have been sorted now. Suppliers travelling to and from the new warehouse adjacent to Walton High were caught speeding down Fen Street and (to a lesser extent) Countess Way but Gazeley's managing agents stepped in and there haven't been any recent complaints. We are told that the bridge over Broughton Brook and the remaining c. 80 metres of Fen Street still to be built on the Gazeley side of the bridge will be finished within the next 18 months. This will allow the completion of the Brooklands estate by 2024.

BROUGHTON

The Santander bikes are back in Tanfield Square. The Council will shortly be starting a consultation on the possibility of double yellow lines over the bridge from Middleton into Broughton. The first houses in St Lawrence's Fields are now occupied

BROUGHTON GATE

The informal consultation on a zebra crossing on Countess Way shows (so far) a majority in favour. If that turns out to be the final position the Council will move to a statutory consultation in July / August which – if endorsed – will permit work to begin in mid to late autumn. Kuku Coffee Housed has obtained a licence from the Parks Trust to put tables onto the Warwick Avenue Plaza which we hope will give it more life.

MIDDLETON

A Middleton resident has set up an organisation *Community Trees:MK* with the objective of planting 1,000 trees per year in Milton Keynes. She has been looking for helpers in Middleton and Oakgrove and has – we believe – approached the Parish Council.

OAKGROVE

We are trying to push forward the adoption process on Oakgrove. The main hold up on this over recent months has been getting the four parties to the land transaction to progress the necessary work on the deeds, where Homes England are the current freeholder and will actually grant the lease, Crest Nicholson have a building lease over the land, the Parks Trust is to take a parkland lease and the Council will take the freehold from Homes England subject to the Parks Trust's lease. The various deeds that cover these transactions are all interlinked and will all need to be completed simultaneously. It is a lawyer's paradise...

AND FINALLY...

We see from the minutes of your March meeting that John reported on the MK East development. Just a quick update. The Council has to progress this scheme with Homes England by agreeing to a set of funding conditions and signing up to an assurance framework, which will be proportionate for the size and complexity of the scheme. Work on that is going on at the moment.

Additionally, the Council is committed to making a decision in public whether or not to accept the Government's £94.6 million and this is being planned for late July / August.