

You are hereby summoned to the **Meeting of Council** to be held on
Tuesday 19th January 2016
at **the Oldbrook Centre, Oldbrook Boulevard**
commencing at 7.30pm

This meeting is open to the Public

AGENDA

- 1. To receive:**
Members Present
Apologies for Absence
Declarations of Interest
Members of the Public Present
- 2. Minutes of the Meeting of Council held on the 15th December 2015**
Council is invited to approve the minutes of the meeting.
- 3. Chair's Report**
Council is invited to receive a report from the Chair.
- 4. Clerk to Council's Report**
To update Council on items received since the publication of the Agenda.
- 5. Correspondence**
Council is invited to note the schedule of correspondence received during the last month.
All of the correspondence has previously been forwarded to Councillors as and when received.
- 6. Ward Members' Reports**
Council is invited to note that no written reports have been submitted by Members.
- 7. Public Involvement – Deputations, Petitions and Questions**
- 8. To Receive Reports from Committees**
- 8a. Minutes of the Planning & Policy Committee**
Chair: Cllr T Baines
Council is invited to receive the minutes with 1 item to note
 - i. Draft Minute No. 118/15 – Site Allocations Plan: Emerging Preferred Options - Neighbourhood Plan**
The Committee was advised that the site on Gurnards Avenue had been allocated for mixed use development of small start-up/hi tech units with housing in the Neighbourhood Plan.
Milton Keynes Council have subsequently allocated the site for housing only on their Site Allocations Plan, Emerging Preferred Options

On the conclusion of a lengthy debate the Committee resolved to allocate the site on Gurnards Avenue for housing for the elderly and to amend the Neighbourhood Plan accordingly.

8b. Minutes of the Finance & Administration Committee

Chair: Cllr I Fraser

Council is invited to receive the minutes with 2 items for ratification

i. **Draft Minute No. 100/15 - Council Precept 2016/17**

This item will be taken under Agenda Item No. 9

ii. **Draft Minute No. 103/15 - Santander 12 Month Business Bond – Renewal Option**

Committee resolved to recommend to Council that the matured funds of the previous Business Bond be re-invested for a further 12 months in a Santander Business Bond.

8c. Minutes of the Personnel Committee

Chair: Cllr T Fraser

Council is invited to receive the minutes with 1 item to note and 1 item for ratification (Agenda Item No. 16).

i. **Draft Minute No. 74/15 - AFRUCA Child Protection Training Session**

The Committee resolved to accept the opportunity for the Parish Council to host an AFRUCA Child Protection Training Session. The session to be held on a Saturday before the end of March 2016, with representatives of community groups working within the Parish area and representatives from neighbouring Parishes also invited to attend the training session.

8d. Emergency Plan Committee

Council is invited to receive a progress report from the Committee including any future actions. Council is invited to consider renaming the Committee to reflect its evolving ability to deliver a response to an emergency within the Parish area.

8e. WW1 Centenary Working Group

Council is invited receive an update from the meeting scheduled between Councillors and the Chief Executive of the Parks Trust to discuss a potential project at the site of the former Motocross site in Pineham (Minute No. 101j/15).

8f. New Parish Council Headquarters

Chair: Cllr I Fraser

Council is invited to receive an update from the meeting held on the 21st December 2015.

8g. Business Plan

The previous Committee dates scheduled to discuss the progression of the Business Plan were cancelled due to the requirement to focus on the Parish Council Budget and Precept for 2016/2017 - New dates will have to be agreed.

- 9. Draft Minute No. 100/15 - Council Precept 2016/17**
Council is invited to receive the Finance & Administration Committee's Precept recommendation for 2016/17. It was resolved to recommend to Council a Precept increase of 7% based on the approved 2016/17 tax base of £3,797.41 – the increase equates to a Precept level of £502,215.07 (£132.25 Band D equivalent).
- 10. Financial Reserves 2016/17**
Council is invited to accept the projected Parish Council's income and expenditure level for 2016/2017 based on the draft budget, agreed earmarked reserves and precept recommendation.
- 11. Review of Parish Council Policies**
Council is invited to review the following policies prior to the Annual Meeting of Council on the 19th May 2015.
Standing Orders, The Code of Conduct, Member/Officer Protocol, Member Conduct, Comments, Compliments, Complaints.
Council is invited to note that the Committees are reviewing policies as follows:
Finance & Administration: Terms of Reference, Annual Investment Strategy, Financial Regulations, Freedom of Information, Data Protection
Personnel: Terms of Reference, Training Strategy and Policy, Lone Working, Equality & Diversity, Staff handbook, Councillor Induction and Introduction, Safeguarding Policy
Communications: Terms of Reference, Information Technology, Media
Community & Environment: Terms of Reference, Small Events Policy, Community Engagement strategy
- 12. 2016 Annual Meeting of Parish Electors**
Council is invited to confirm the date and programme for the 2016 Annual Meeting of Parish Electors.
- 13. Royal Garden Party – Thursday 19 May 2016**
Council is invited to note the criteria for nominations to attend the Royal Garden Party and to consider nominating a councillor to attend the event.
- 14. Fishermead Medical Centre – Patients Participation Group****
Council is invited to nominate a representative to sit on the Fishermead Medical Centre Patients participation Group.**subject to confirmation from Fishermead Medical Centre that they would be willing to accept the nomination of a Parish Councillor to sit on their Patient Participation Group.
- 15. Committee Appointments**
Council is invited to appoint Cllr Uranta to the Committees of Council

Confidential Item

In view of the terms of Schedule 12A Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and Council is invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.**

16. Minutes of the Personnel Committee

Council is invited to consider any confidential items requiring ratification from the Personnel Committee meeting on the 11th January 2016.

- i. **Draft Minute No. 76/15 - Policies** (Minute No. 100/14, 136/14,149/14, 11/15, 19/15, 30/15, 41/15, 53/15 & 60/15)

Staff Handbook

Committee reviewed the Staff Handbook and resolved to recommend it without amendment to Council for adoption.** Lead Members for Personnel to check the legality of subscriptions to Unions.

**Council re-adopted the Staff Handbook in the above form at the Annual Meeting of Council in May 2015, therefor no further action is required.

17. Training Courses and Conferences

Council is invited to note the following training and conferences and if required nominate Councillors/staff to attend relevant events.

Provider	Date	Venue	Content	Cost £
Northants CALC	8.2.16 - 11.00am	Litchborough	Preparing for year-end Audit	£68.00 per delegate
Northants CALC	27.2.16 - 10.30am	Litchborough	Off to a flying start	£78.00 per delegate

18. Committee Meeting Dates

Community & Environment – Monday 25th January 2016, 6.30pm

Communications – Tuesday 26th January 2016, 6.30pm

Planning & Policy – Monday 1st February 2016, 7pm

Finance & Administration – Tuesday 2nd February 2016, 7pm

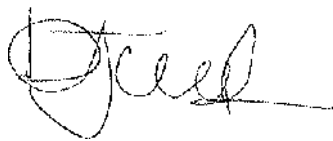
Personnel – Monday 8th February 2016, 6.30pm

New HQ Committee – Meeting dates to be confirmed

19. Date of Next Meetings

Tuesday 16th February 2016

BY ORDER OF THE COUNCIL



**D Warner
Clerk to Council
12th January 2016**