

Minutes of the Annual Meeting of Campbell Park Parish Council
held on **Tuesday the 21st May 2013**, at the
Oldbrook Centre, Oldbrook Boulevard
commencing at **7.00pm**

01/13 Election of Chair

Cllr J Goss was nominated for the office of Chair. No other nominations being forthcoming Cllr Goss was duly elected as Chair for the period to May 20th 2014

02/13 Election of Vice Chair

Cllr I Fraser was nominated for the office of Vice Chair. No other nominations being forthcoming Cllr Fraser was duly elected as Vice Chair for the period to May 20th 2014

03/13 Members Present

Cllr K Bejon	Cllr L Harris
Cllr C Ennew	Cllr A Kahin
Cllr N Forrest	Cllr D Kendrick
Cllr I Fraser	Cllr D Pafford
Cllr T Fraser	Cllr M Petchey
Cllr J Goss (Chair)	

In Attendance

D Warner, Clerk to Council
E Webb, Administration Officer

04/13 Apologies for Absence

Council resolved to accept apologies from

Cllr R Chopra	Cllr K Kent
Cllr P Halton-Davis	Cllr A Oguntola
Cllr D Jones	

05/13 Members of the Public

Mr T Baines, Chair and Mrs J Baines Events Co-ordinator of the Fishermead Residents Association, Mr D Priest Fishermead resident

06/13 Minutes of the Annual Meeting of Council – 15th May 2012

Council noted that the Minutes of the 2012 Annual Meeting of Council had been approved by Council on the 19th June 2012

07/13 Reports

- i. Chair's Report for 2012/2013
Council noted and accepted the Chair's report.
- ii. Clerk's Report for 2012/2013
Council noted and accepted the Clerk to Council's report

Under this item the Vice Chair urged Members to make a fresh start, Council and Committee meetings during the preceding year had been marred with unacceptable behaviour by Members towards other Members, lack of decision making and overall direction causing considerable frustration to Members, officers and the public. The Chair applauded the sentiments of the Vice Chair and asked all Members to comply with the request.

Signed.....Chair

Date.....

08/13 Delegation arrangements to committees, sub-committees, employees and other local authorities

Council resolved to approve the current arrangements.

09/13 Review of the Terms of Reference for Committees

Council resolved to approve the Terms of Reference as agreed by the Committees prior to the meeting.

10/13 Receipt of nominations to existing committees

Council resolved to appoint the following Standing Committees:

- Finance & General Purposes
- Community & Environment
- Planning & Policy
- Personnel
- Communications

The Committees to meet monthly, excluding August
Planning & Policy to meet monthly including August

Council resolved to appoint the following Members to the Standing Committees

Finance & Administration Committee

Cllrs Chopra, I Fraser, I Fraser, Harris, Jones, Kahin, Kendrick, Pafford

Community & Environment Committee

Cllrs Bejon, Chopra, Ennew, T Fraser, I Fraser, Harris, Kendrick, Kent, Pafford

Planning & Policy Committee

Cllrs Chopra, Forrest, T Fraser, I Fraser, Harris, Kendrick, Kent, Pafford, Petchey

Personnel Committee

Cllrs Bejon, Chopra, T Fraser, I Fraser, Harris, Jones, Kahin, Kendrick, Kent, Pafford

Communications Committee

Cllrs Bejon, Chopra, T Fraser, I Fraser, Harris, Jones, Kendrick Pafford, Petchey

11/13 Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors and receipt of nominations to them)

Council resolved that there was no requirement to form new committees

12/13 Review and adoption of appropriate Standing Orders and current policies

Standing Orders

Council resolved to adopt the current Standing Orders

[A] The Code of Conduct (adopted by Council February 2013)

Council resolved to adopt the current policy

[B] Financial Regulations (reviewed by F&A April 2013)

Council resolved to adopt the current policy

[C] Annual Investment Strategy (reviewed and amended by F&A April 2013)

Council resolved to adopt the current policy

[D] Member/Officer Protocol

Signed.....Chair

Date.....

Council resolved to adopt the current policy

[E] Member Conduct(adopted by Council February 2013)
Council resolved to adopt the current policy

[F] Lone Working Policy
Council resolved to adopt the current policy

[G] Comments, Compliments, Complaints
Council resolved to adopt the current policy

[H] Freedom of Information
Council resolved to adopt the current policy

[I] Community Engagement Strategy
Council resolved to adopt the current policy

[J] Information Technology
Council resolved to adopt the current policy

[K] Media (reviewed by the Communications Committee April 2013)
Council resolved to adopt the current policy

[L] Equality Policy (adopted by Council January 2013)
Council resolved to adopt the current policy

[M] Staff Handbook
Council resolved to adopt the current policy

13/13 Arrangements, including any charters, with other local authorities
Council resolved to adopt the Milton Keynes Council Parish Protocol. The Vice Chair did not agree with the protocol and asked for her comment to be minuted.

14/13 Representation on or work with external bodies and arrangements for reporting back

Council resolved to appoint the following Members to represent Campbell Park Parish Council

MK Association of Urban Local Councils

Cllrs T Fraser, Kent – Standing Deputy Cllr Kendrick

MK Parish Forum

Cllrs T Fraser, Pafford – Standing Deputies Cllrs Kendrick, Kent

Project Fishermead

Cllrs Kendrick, Halton-Davis

Willen Pavilion Management Committee

Cllr Bejon

Woolstone Community Centre

Cllr Pafford

Trinity Centre Management Committee

Cllrs Petchey, Kendrick, Oguntola

Springfield Initiative

Cllr Pafford

NAG West

Cllr Kendrick to represent Fishermead, Cllr Kent to represent Oldbrook

NAG East

Cllr Ennew

STARS Forum

Signed.....Chair

Date.....

Cllr Ennew

Chapman Trust

Cllr Pafford

Geoff Taylor Educational Trust

Cllrs Bejon, Ennew, I Fraser, Goss, Harris, Kendrick, Pafford

15/13 Inventory of land and assets including buildings and office equipment

Clerk to Council advised that a new registry was in the process of being installed on the current accounts package and on completion would be brought back to a future meeting of Council

16/13 Confirmation of arrangements for insurance cover in respect of all insured risks

Council resolved to confirm the current arrangements

17/13 Council's and/or employees' memberships of other bodies

Council noted that they had renewed their membership of B&MKALC, NALC and SLCC at the February 2013 meeting. Membership renewal details for MKUALC had not been received.

18/13 Establishing or reviewing the Council's policy for dealing with the press/media

This item was covered under Minute No. 12k/13

19/13 Setting the dates, times and place of ordinary meetings of the full Council for the year ahead

Council resolved to accept the schedule of dates and times of Council and Committee meetings for 2013-2014. The Communications Committee and Community & Environment Committee at their meetings in November to agree a date for the December meeting
Council to meet monthly excluding August unless there is urgent business to discuss

Signed.....Chair

Date.....