

**Minutes of the meeting of Council held on  
Tuesday 13<sup>th</sup> December 2022, 7.30pm  
at the  
Oldbrook Centre, Oldbrook Boulevard, Oldbrook**

**This meeting was open to the public**

**At the commencement of the meeting Council observed a minute's silence as a mark of respect to those that had recently lost their lives in the Birmingham and Jersey tragedies.**

**147/22 Members Present**

Cllr T Baines (Chair)

Cllr B Barton

Cllr O Cole

Cllr R Golding

Cllr B Greenwood (Vice Chair)

Cllr P Halton-Davis

Cllr J Howard

Cllr K Jones

Cllr K Kavarana

Cllr D Kendrick

Cllr K Kent

Cllr C Odunewu (arrived 7.37pm)

Cllr Z Osman

Cllr D Pafford

Cllr M Petchey

Cllr D Reynolds

**In Attendance**

D Warner, Clerk to Council

P Sullivan, Deputy Clerk

**148/22 Apologies for Absence**

Cllr V Dixon

Cllr T Fraser

**149/22 Declarations of Interest**

Cllrs Halton-Davis, Howard, Kavarana, Kendrick, Odunewu and Pafford declared an interest related to minute no. 155/22 (agenda item no.6.) as Trustees of the Geoff Taylor Educational Trust.

**150/22 Members of the Public Present**

None

**151/22 Minutes of the Meeting of Council held on the 15<sup>th</sup> November 2022**

The minutes of the meeting, having been previously circulated, were approved as a correct record and signed by the Chair.

**152/22 Public Involvement – Deputations, Petitions and Questions**

Signed(Chair).....

Date.....

None

**153/22 Council is invited to receive the recommendations of the Finance, Administration and Policy Committee in relation to the Parish Council budget and Precept level 2023/2024 (Items 6 & 7) – Report No. 02/C/22**

Council received the recommendations of the Committee, including the associated report.

The Chair proposed, and Council accepted, that when reviewing the draft budget it be reviewed as a whole rather than on a line by line basis as had previously been completed at Committee. In order to review on this basis, the line item 390 4805 (Geoff Taylor Educational Trust) would be excluded as members with an interest would otherwise need to withdraw as per the new Councillor Code of Conduct.

**154/22 Draft Minute 25/22 - 2023/2024 Annual Parish Council Budget/Precept Consultation Report**

Council received and accepted the 2023/2024 Annual Parish Council Budget/Precept Consultation Report.

**155/22 Draft Minute 26/22 - Parish Council Draft Budget 2023/24 Report No. 02/C/22**

With the project proposals and earmarked funds agreed at the November Council meeting having already been incorporated into the proposed draft budget for 2023/24, the Committee reviewed the budget on a 'line by line' basis. Having assessed the impact of the proposed draft budget for 2023/24 on the Parish Council financial reserves (balance sheet), the Committee then resolved to recommend the draft budget for consideration by Council.

Council resolved to accept the draft budget, less the line 390 4805, as agreed at minute no. 153/22. A recorded vote was taken; 16 for, 0 against, 0 abstentions.

At this point before further discussion took place, those members with a declared interest (minute no. 149/22) were given an opportunity to speak as members of the public and were then asked to temporarily leave the meeting.

Following detailed discussion, Council agreed that the budget line 390 4805 (Geoff Taylor Educational Trust) be reduced to zero and that a new cost code be created – Educational Trust Grants with £5000 budget for 2023/24. Any organisation applying for funding from this fund should meet new criteria as regards trustees of the organisation (that the organisation must have at least the same number of non-Councillors as Councillors on their board of control). The grant awarding policy should be reviewed and amended to reflect this change.

Members who were temporarily excluded were invited to return to the meeting.

**156/22 Draft Minute 27/22 - Parish Council Precept Level 2023/24**

Signed(Chair).....

Date.....

The Committee considered an appropriate Precept level for 2023/24, resolving to recommend to Council that the Precept level for 2023/24 be increased by 5%. With a confirmed 2023/24 tax base of 4076.08, a 5% rise to the Precept will increase it from the 2022/23 level of £788,934 to £846,113. A 5% rise to the 2023/24 Precept will increase the amount payable by a Band D equivalent property from £197.70 to £207.58.

Following consideration, Council unanimously agreed to increase the precept level for 2023/24 by 5%, increasing the amount payable by a Band D equivalent property from £197.70 to £207.58.

**157/22 Planning Application Consultations**

Due to the consultation period closing before the next Planning, Infrastructure and Transport Committee meeting, Council considered the following consultations to determine a response (consultation details emailed to Councillors when received).

**i. Draft Minute 80/22.a.iv**

**22/02523/HOU** - Proposal: Amendments to the height of the approved carport and outbuilding, the application of white render to the front elevation of the dwellinghouse, erection of fence to the front of the carport, and repositioning of, the eastern boundary, erection of boundary wall and gates to southern boundary and internal front garden wall and amended red line denoting application site boundary (retrospective)  
At: 2 Linford Lane Willen Milton Keynes MK15 9DL

Council agreed to submit a response to Milton Keynes City Council reiterating the previous objections of the Planning, Infrastructure and Transport Committee.

**ii. Application no: 22/03001/FUL**

Proposal: Proposed Multi-Sport MUGA with goal recesses and wire sports mesh fencing to perimeter and all-weather access path connecting proposed MUGA with existing playground area  
At: Oldbrook First School Illingworth Place Oldbrook Milton Keynes MK6 2NH  
<https://publicaccess2.milton-keynes.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RM9PR1KWLO400>

Council agreed to support the application.

**158/22 Committee Appointments**

Given that there was currently only one committee vacancy (Personnel) the Chair invited members to consider their current commitments and whether they would like to step down from any committees. The Chair proposed that Cllr Mensah be removed from the Community and Social Wellbeing Committee due to his attendance record, Council agreed unanimously to remove Cllr Mensah and appoint Cllr Cole. Council further agreed to appoint Cllr Cole to fill the vacancy on the Personnel Committee.  
The Clerk will inform Cllr Mensah of the decision.

Signed(Chair).....

Date.....

**159/22 Chair's Report**

The Chair reflected on Councillor attendance at meetings over the past year and asked that, going into a new year, all members make efforts to attend as many meetings as possible. The Chair wished all members present a merry Christmas and a happy new year.

**160/22 Clerk's Report**

Nothing to report.

**161/22 Ward Members' Matters/Reports**

- i. No questions were raised.
- ii. Council noted that no written reports had been received.

**162/22 To Receive Draft Minutes (including recommendations) from Committees. Any Member questions arising from matters detailed in the Minutes to be raised under the relevant Committee.**

**a. Minutes of the Communications Committee**

**Chair: Cllr C Odunewu**

Council received the Minutes.

**b. Minutes of the Planning, Infrastructure & Transport Committee**

**Chair: Cllr B Greenwood**

Council received the Minutes.

**c. Minutes of the Extraordinary Meeting of the Personnel Committee**

**Chair: Cllr D Pafford**

Item taken under Minute No.170/22

**d. Minutes of the Finance, Administration & Policy Committee**

**Chair: Cllr D Reynolds**

Council received the Minutes and agreed to ratify items (i,ii,iii,v) as presented and noted item (iv).

**i. Draft Minute 25/22 - 2023/2024 Annual Parish Council**

**Budget/Precept Consultation Report**

See minute no. 154/22

**ii. Draft Minute 26/22 - Parish Council Draft Budget 2023/24**

**Report 02/C/22**

See minute no. 155/22

**iii. Draft Minute 27/22 - Parish Council Precept Level 2023/24**

See minute no. 156/22

**iv. Draft Minute 28/22 - Internal Audit Outcome**

Council received and noted the outcome of the Interim Internal Audit.

Council also noted that the report did not identify any issues requiring note or action. Cllr Reynolds thanked the RFO and Clerk for their work on the internal audit.

Signed(Chair).....

Date.....

**v. Draft Minute 31/22 - Movement of savings from CCLA**

Committee discussed transferring some funds from the savings account with CCLA to the Instant Access account with Unity Trust Bank. Committee resolved to make a recommendation to Council that the Responsible Financial Officer and Clerk, in consultation with the Chair of Finance, Administration and Policy Committee, do so within the existing mandate.

Council agreed the recommendation of the Finance, Administration and Policy Committee as proposed.

**163/22 Notification of the External Auditor Appointment**

Council noted that the Smaller Authorities Audit Appointments (SAAA) has appointed PKF Littlejohn as external auditor to this authority for the 5-year appointing period from 2022-23 until 2026-2, following a procurement exercise to appoint auditors to each contract area from 1 April 2022.

**164/22 Warm Spaces Initiative**

The first meeting of the Working Group had taken place and the first funding application has been received. Council reviewed and agreed the terms of reference for the Warm Spaces Working Group as tabled.

**165/22 Proposed Parish Name Change**

Cost implications are being worked on and a report will be presented once all the information has been gathered.

Public consultation period of 12 weeks ended on 28<sup>th</sup> November.

**166/22 Potential declaration by Council of a climate emergency**

In order to most effectively take this work forward it was agreed at the November meeting of Council that a Working Group would be formed.

Councillors that would like to be involved are now invited to join the Working Group.

Cllrs Petchey, Kent, Barton, Kendrick, Reynolds, Jones and Odunewu were appointed to the Climate Emergency Working Group. The Deputy Clerk and Community Officer will also be members.

**167/22 Parish Council Community Hub, Room-by-Room Requirement Review – Working Group Update and Recommendations**

Council noted that we still await the decision on the reserved matters application and no further information is available at this time.

Cllr Golding asked that the Working Group continue to work on the room-by-room requirements to move that part of the process forward in anticipation of the approval of the reserved matters application. Meetings will resume in the new year.

**168/22 Public Works Loan Board (PWLB) application update**

Council received an update from the Clerk, including the most up to date figures relating to the cost of PWLB borrowing

**169/22 Updated Schedule – Council and Committee Meetings**

Council received and noted an updated meetings schedule.

Signed(Chair).....

Date.....

**Confidential Item**

**In view of the terms of Schedule 12A Local Government Act 1972, the following item\* will be likely to disclose exempt information relating to establishment and contractual matters and Council is therefore invited to resolve that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) the public and press be excluded.**

**\*Item 21**

**170/22 Minutes of the Extraordinary Meeting of the Personnel Committee  
Chair: Cllr D Pafford**

Council received the Minutes, agreed to note item (i) and received a verbal report from the Chair of Personnel.

**171/22 Dates of Future Committee Meetings**

Planning – Monday 9<sup>th</sup> January at 6.30pm

Personnel – Tuesday 10<sup>th</sup> January at 6.00pm

Buildings & Property – Tuesday 10<sup>th</sup> January at 7.00pm

**172/22 Date of Next Meeting**

Tuesday 17<sup>th</sup> January 2023 at 7.30pm.

Signed(Chair).....

Date.....