

**Minutes of the Meeting of Council held on
Tuesday 18th May 2021
at the Discovery Suite 1, Christian Centre, Strudwick Drive, Oldbrook
commencing at 7.30pm (or as soon thereafter as the Annual Meeting of Council
convened for 7pm on the same day and at the same place shall have been
completed)**

The meeting was open to the Public

19/21

Members Present

Cllr T Baines (Chair)
Cllr V Dixon
Cllr R Golding
Cllr B Greenwood
Cllr Halton-Davis
Cllr J Howard
Cllr K Jones

Cllr K Kavarana
Cllr K Kent
Cllr C Odunewu
Cllr D Pafford
Cllr M Petchey
Cllr D Priest

In Attendance

D Warner, Clerk to Council

20/21

Apologies for Absence

Council noted apologies from
Cllr D Kendrick - unwell
Cllr Oguntola – personal commitment

21/21

Declarations of Interest

None

22/21

Members of the Public

1 Oldbrook resident

23/21

Public Involvement – Deputations, Petitions and Questions

No deputations, petitions or questions had been submitted.

24/21

Minutes of the Meeting of Council held on the 27th April 2021

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

25/21

Parish Council Internal Audit Report 2020/2021

Council received, reviewed and accepted the Internal Audit report for the financial year 2020/2021 as presented by Auditing Solutions Ltd, acknowledging both the findings contained therein, and that no further actions were required as a consequence of the report.

26/21

Parish Council Financial Accounts 2020/2021 – Year End

Council, having considered the draft accounts, resolved to approve the accounts detailing the financial position of the Parish Council as at 31st March 2021.

27/21

Parish Council Annual Return 2020/2021

Council considered the Parish Council Annual Return for 2020/21, making the following approvals:

- i. **Annual Governance Statement 2020/2021 (Section 1)**
Council considered the accounting statements in Section 1 of the 2020/2021 Annual Return, answering yes to statements 1-8, and N/A to statement 9
- ii. **Accounting Statement 2020/2021 (Section 2)**
Council considered and approved the figures entered in boxes 1-10, answering no in box 11.

The Annual Return and all supporting documentation to be forwarded to the External Auditor for consideration.

- 28/21 Chair's Report**
The Chair did not make a report.
- 29/21 Clerk's Report**
The Clerk confirmed that the new Parish Council electric vehicle would be delivered in the next week and that he had received the adoption documentation for the three flag poles located at Kernow Crescent.
- 30/21 Correspondence**
Council noted the schedule of correspondence received during the last month.
- 31/21 Ward Members' Matters/Reports**
Council noted that no questions were submitted prior to the meeting.

Council noted that no written reports had been received. Council received verbal reports from Cllrs Kent, Kavarana and Pafford on matters relating to their wards/Parish initiatives that they are involved with.
- 32/21 Council received the following Draft Minutes (including recommendations) from Committees.**
- 32a Minutes of the Community & Social Wellbeing Committee**
Council received the minutes with 2 items to ratify [ia & ib] and 1 item to note [ic]
- i. **Draft Minute No. 80/20 – Grants**
 - a. Council resolved to approve the Committee's recommendation and awarded a grant to Bedford & Milton Keynes Waterway Trust for £1000.00 (Grant Application 003/21-22/Sect 137).
 - b. Council resolved to amend the Committee's recommendation (£2,500.00) and awarded a grant to Milton Keynes YMCA for £1,000.00 (Grant Application 001/21-22/Sect 137).
 - c. Council noted that the Committee considered a grant application from Frank Howe Court Social Club for £1000.00 (Grant Application 002/21-22/Sect 137) and resolved to award a grant of £1000.00.
- 32b Minutes of the Communications Committee**
Council received the minutes.
- 32c Minutes of the Planning, Infrastructure & Transport Committee**
Council received the minutes with 1 item to ratify [i]
- i. **Draft Minute No. 163/20 - 42 Portland Drive**
Council resolved to approve the Committee's recommendation that CPPC write to the Chief Executive of Milton Keynes Council expressing concerns about the handling of 42 Portland Drive and insist that a review is

undertaken. Council agreed the need for the letter to address specific issues rather than generalising.

32d Minutes of the Finance, Administration & Policy Committee

Council received the minutes with 3 items to ratify [i, ii & iii]

- i. **Draft Minute No. 110/20 – Parish Council Asset Register – Review**
Council noted that the updated Asset Register had been reviewed and approved at the Annual Meeting Council which had preceded this meeting.
- ii. **Draft Minute No. 111/20 - Parish Council Financial Accounts 2020-21 – Year End**
This item was taken under Minute No. 25/21
- iii. **Draft Minute No. 112/20 - Parish Council Internal Audit Report 2020-21**
This item was taken under Minute No. 26/21

33/21 Grant Application

Council resolved to award a grant of £1000 to MK Melting Pot to deliver a project for residents to include Menu planning, Budgeting and Money management

34/21 Parish Councillor Vacancies

Further to the recent Parish Councillor elections, Council noted that there are 4 vacancies in the following Wards:

Oldbrook – 2 vacant seats
Springfield – 1 vacant seat
Willen – 1 vacant seat

The Clerk advised Council that he had received 4 requests (Oldbrook - 1, Springfield – 1 and Willen - 2) from residents putting themselves forward to be considered for co-option – candidates to be considered at the June meeting 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 therefore resolved that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 Section 1(2) the public and press be excluded.**

****Items 14 & 15**

35/21 Minutes of the Personnel Committee

Chair: Cllr D Pafford

Council received the minutes with 1 item to ratify [i]

- i. **Draft Minute No. 60iii/20 - Establishment Matter** (Minute No. 18/18, 27/18, 35/18, 48/18, 58/18, 110/18, 07/19, C55/19, 14/19, 21/19, 28/19, 37/19) (17ii/20, 40ii/20)
Council resolved to approve the Committee's recommendations.

36/21 Parish Council Community Hub

Council received a verbal report from the Clerk, confirming that the previously agreed fee proposals had been signed and forwarded to the

contractors concerned and that an initial meeting with them would be scheduled in the near future.

37/21

Date of Next Meeting

Tuesday 22nd June 2021, 7.30pm