

**Minutes of the meeting of Council held on
Tuesday 20th February 2024, 7.30pm
at the
Oldbrook Centre, Oldbrook Boulevard, Oldbrook**

This meeting was open to the Public

158/23 Members Present

Cllr T Baines	Cllr P Halton-Davis
Cllr B Barton	Cllr J Howard
Cllr O Cole	Cllr K Kavarana
Cllr V Dixon	Cllr D Kendrick
Cllr T Fraser	Cllr K Kent
Cllr R Golding (Vice-Chair)	Cllr Z Osman
Cllr B Greenwood (Chair)	Cllr D Pafford

In Attendance

D Warner, Clerk to Council
P Sullivan, Deputy Clerk

159/23 Apologies for Absence

Cllr C Odunewu – Personal commitment
Cllr M Petchey - Personal commitment

160/23 Declarations of Interest

None

161/23 Members of the Public Present

None

162/23 Introduction to Contractors – Community Hub

Barry Stewart (Construction Manager) and Tim Burditt (Site Manager) of Steele & Bray, appointed contractors for the Community Hub, gave a short presentation to Members and answered questions including their interaction with the local school, safe routes for construction traffic, tree protection and identifying cost savings.

The Chair thanked Barry and Tim for their attendance, and they left the meeting at 7.49pm.

163/23 Minutes of the Meeting of Council held on the 16th January 2024

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

164/23 Public Involvement – Deputations, Petitions and Questions

None received.

165/23 Chair's Report

The Chair had nothing to report.

166/23 Clerk's Report

The Clerk reminded Members of the upcoming local elections in May and drew their attention to the MKCC website, where they can now access nomination forms and further information.

Since publication of this agenda, Thames Valley Police has announced that they will be holding a *Have Your Say* event in the Trinity Centre on 22nd February. This meeting is initially in response to addressing ASB in two particular areas of Fishermead, however, the scope of the initiative could be expanded elsewhere on the estate dependant on the initial outcomes.

Also received since publication of this agenda, BMKALC has circulated information on the nomination process for invitations to this year's Royal Garden Party. BMKALC have two invitations available, one for nominees from Buckinghamshire and one from Milton Keynes and the nomination deadline is 22nd February.

The Clerk confirmed he had consulted with the Chair prior to the meeting regarding repeating the nomination of Cllr Baines in recognition of his longstanding record of public service, not only to this Council but also as a former Chair of BMKALC and an MKCC Councillor. There being no objection from those present, the Clerk will submit the nomination to BMKALC.

167/23 Ward Members' Matters/Reports

- i. Members are invited to raise a question with the Chair of Council, the Clerk of Council, or any Committee Chair, with Members allowed up to a minute to raise a question, with questionees allowed up to two minutes to respond. Any Member is limited to one question, with no further discussion on the given response. Any unanswered questions to receive a written response within seven days.

Cllr Kent asked the Deputy Clerk when meetings of the Climate Emergency Working Group will resume, the Deputy Clerk is working to confirm a date in March and will circulate information as soon as possible.

Cllr Halton-Davis reminded Council of the Easter Tea Party on 23.03 and requested that as many Councillors as possible volunteer to help at the event.

Cllr Baines asked Cllr Golding if, as Chair of the Estates Committee, he would agree to an item on the next agenda addressing the problem of large dogs off leads in public spaces and a discussion on the introduction of a Public Spaces Protection Order (PSPO). Members also felt that this

would be appropriate for discussion at the upcoming Parishes Forum, the Clerk will email MKALC to officially request they lobby on Council's behalf. Cllr Golding will ask the Clerk to include the item on the next Estates Committee agenda.

Cllr Pafford received confirmation from the Clerk that the elections are on a 'whole council' basis and that MKCC are aware that the change to Community Council took place at the annual meeting in May 2023.

- ii. Council received a report from Cllr Kent following her recent attendance at the MK Climate Action Network Networking & Info Event. Council also noted the dates of upcoming events on the MKCAN flyer, with Cllr Kent encouraging other Councillors to attend.

168/23 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 Community & Communications Committee
Chair: Cllr K Kavarana**

Council received the Minutes and agreed the recommendation - item (i).

i. Draft Minute 93/23 i Communications Programme & Priorities 2023/24

Committee resolved to recommend to Council that consideration is given to making an application for a member of the Royal Family to open the building. For this to be a possibility, an application must be submitted very soon.

Members agreed the recommendation and requested that we submit the application as soon as possible. Cllr Barton also suggested that we invite the Youth Mayor of Milton Keynes.

**b. Minutes of the Planning, Infrastructure & Transport Committee
Chair: Cllr B Greenwood**

Council received the Minutes.

**c. Minutes of the Estates Committee
Chair: Cllr R Golding**

Council received the Minutes and agreed to ratify 2 items (i & ii).

i. Draft Minute 90/23 Community Centres – Hall Hire Fees, Annual Review

Committee considered the current hall hire fees of all community centres and resolved to recommend to Council that they are not increased for the next 12 months (April 2024 onwards).

Council resolved to agree the recommendation of the Committee.

ii. Draft Minute 95/23 Springfield Centre Solar Panel Proposal – Report E6/23

Committee received a proposal from the Estates Manager to install a solar panel array and battery storage system on the roof of the Springfield

Centre, funded in part by an application to the Carbon Offset Fund from Milton Keynes City Council. Committee resolved to recommend the report to Council for acceptance.

Council resolved to accept the report and make an application to the MKCC Carbon Offset Fund.

- 169/23 Recommendation of the Independent Remuneration Panel (IRP)**
MKCC have advised that the IRP recommended that where paid, councillor allowances for Parishes rise in line with the increase for MKCC Councillors. Currently the CPCC allowance is £889.82 (£222.46 per quarter). The IRP recommendation for MKCC Councillors is 4.48% which will increase the annual CPCC allowance to £929.72 (232.43 per quarter). Council is invited to consider the recommendation. If agreed this will be backdated to April 2023.

Council resolved to agree an amended proposal, accepting the IRP recommendation and resolving to accept all future recommendations of the IRP without need for a member vote.

It was further agreed that the matter of what basis Members are allowed to claim an allowance, i.e. it is only elected councillors who are able to claim an allowance, co-opted councillors cannot currently, according to legislation, claim an allowance, should be raised at the Parishes Forum with a view to lobbying NALC on a change in the legislation to include all Members regardless of how they were elected.

- 170/23 Exclaimer Software – System Upgrade**
As part of our ongoing IT contract, CloudyIT are now ready to install *Exclaimer* software on to our system. *Exclaimer* is email signature software which ensures all signatures are consistent and compliant. This is being rolled out to all Campbell Park Community Council email addresses.

We have arranged for Cloudy to complete our move over to *Exclaimer* on **Monday 26th February at 9.00am.**

The set up should take up to an hour and you do not have to be online for it to complete. All you need to do prior to the switch is disable/delete your manual signature (if you use one). Once *Exclaimer* is in place you will not need to insert a signature nor will you be able to see it. You end your emails as normal with a kind regards etc and the signature will be added automatically by the server.

- 171/23 Community Hub, Room-by-Room Requirement Review – Working Group Update**
Council received a report from the Working Group on their progression of the Community Hub project.

The Clerk drew the attention of Members to the minutes of the February Estates Committee meeting for the most recent update. The only recent addition being that the contractor has met with the groundworker and

engineer on site and is progressing arrangements to start on Monday 26th February.

i. **Public Works Loan Board – Drawdown Facility**

The borrowing approval from Department for Levelling Up, Housing & Communities (DLUHC) is valid up to 6th April 2024 and gives permission for CPCC to borrow up to, but not exceeding £2,000,000. Subject to confirmation, there is the potential to extend the period beyond the above date, there is the further potential of the borrowing being accessed in a number of tranches not exceeding a combined total of £2,000,000. Each tranche would be subject to the prevailing borrowing rate at the time of drawdown, borrowing rates change daily.

Subject to confirmation that the borrowing period can be extended beyond 6th April 2024, Council is invited to consider delaying the drawdown of borrowing until such time that the full cost of the project including fitting out the Hub ready for occupation are known. Delaying the drawdown would potentially enable Council to borrow less than the maximum amount, thus reducing the associated repayments.

Council is invited to note that the drawdown borrowing form/s will need to be signed by the Chair of Council and the Responsible Finance Officer.

Council resolved to agree to apply for the longest possible extension of the borrowing permission so that the total cost of all aspects of the project could be calculated, doing so would potentially result in Council borrowing less than the permitted maximum of £2,000,000.

Council noted that the drawdown borrowing form/s will need to be signed by the Chair of Council and the Responsible Finance Officer.

ii. **Community Café – Expression of Interest: Café Operator**

Council is invited to consider publication of an Expression of Interest (EOI) document to be circulated to groups/charities wishing to run the new Community Café within the Community Hub. With it being envisaged that the commissioning of a café partner would be the responsibility of the Community & Communication Committee, Council is invited to delegate the task to them, with the wording of the EOI to be considered at their next meeting (27/2), and a recommendation then made to March/April Council.

Council agreed to delegate responsibility for the creation of an Expression of Interest (EOI) document to the Community & Communications Committee who will then make an associated recommendation to Council.

iii. **Charitable Trust Creation**

Council is invited to consider the creation of charitable trust associated with the management of the Community Hub. Council, as a corporate body, could potentially act as trustee for any charitable trust created. Potential benefits of creating a charitable trust could include receiving relief on non-domestic rates. If Council were minded to advance the matter, initial steps would be to take external professional advice relating

to the necessary legal and financial considerations of creating a charitable trust.

Council agreed to seek further professional advice regarding the creation of charitable trust. The Clerk confirmed he would contact Wellers Hedley Solicitors.

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 12**

172/23 Community Hub – Professional Fees, Fee Adjustment

Council is invited to receive and consider an adjusted fee proposal from Stenton Obhi Architects (SOA) for the provision of architectural design services associated with the CPCC Community Hub Project, Springfield. The original fee proposal (October 2021) was made on the assumption of an estimated construction budget of £1,600,000 and an associated completion date of May 2023. The adjusted fee proposal reflects a revised contract value of £2,407,797.92 and a completion date of January 2025. The original fee proposal included the provision of a review in the case of a budget variation in excess of 10%.

Council agreed to accept the revised fee proposal, noting that the terms of the original contract had already been agreed, including a clause for an increase in the event of a revised contract valuation.

173/23 Councillor Recruitment

With upcoming elections in May, Council is invited to note that there will be an opportunity for prospective councillors to attend an informal information session prior to the March meeting of Council. Officers will be available to answer questions and current Councillors are invited to attend and offer any insight on their experience of being a CPCC Councillor.

Council noted the information session prior to March Council meeting.

174/23 Dates of Future Committee & Working Group Meetings

Community & Communications – Tuesday 27th February 2024 at 6.30pm
Planning – Monday 4th March 2024 at 6.30pm
Personnel – Tuesday 5th March 2024 at 1.00pm
Finance & Policy – Tuesday 5th March at 7.00pm
Estates – Tuesday 12th March 2024 at 6.30pm

175/23 Date of Next Meeting

Tuesday 19th March 2024 at 7.30pm