

**Minutes of the meeting of Council held on
Tuesday 21 May 2024, 7.30pm
at the
Oldbrook Centre, Oldbrook Boulevard, Oldbrook**

This meeting was open to the public

Members Present

Cllr L Adura	Cllr J Howard
Cllr B Barton	Cllr H Kakei
Cllr O Cole	Cllr K Kavarana
Cllr V Dixon	Cllr D Kendrick
Cllr T Fraser	Cllr K Kent
Cllr R Golding (Vice-Chair)	Cllr D Pafford
Cllr B Greenwood (Chair)	Cllr M Petchey

In Attendance

D Warner, Clerk to Council
P Sullivan, Deputy Clerk

25/24

Apologies for Absence

Cllr P Halton-Davis - unwell
Cllr C Odunewu – personal commitment

26/24

Declarations of Interest

None

27/24

Public Involvement – Deputations, Petitions and Questions

Members of the public may make representations in respect of the business on the agenda.

Former Councillor Terry Baines was invited to speak by the Chair and thanked Members for their nomination allowing him to attend the Royal Garden Party earlier that day (21 May). He was accompanied by Tracey Waistnedge in recognition of her work during the Covid pandemic. Former Councillor Baines wished CPCC ongoing success and urged the new members to make the most of this opportunity to serve their communities.

28/24

Chair's Report

The Chair welcomed members to the new electoral term. The Chair also stressed the importance of attendance at committee and council meetings.

29/24

Clerk's Report

The Clerk also took the opportunity to welcome members, particularly those who are new to CPCC.

Members were reminded that MKCC are holding an online briefing on Wednesday 22 May to give further information on the forthcoming boundary review (see minute no. 33/24). Joining details are in the email previously circulated.

Members are also encouraged to take advantage of any training made available to them and to flag up any suitable opportunities that they may be made aware of. A training update is circulated by the Deputy Clerk on a monthly basis and members should contact the Deputy Clerk if they are interested in attending any training sessions.

30/24

Community Council Financial Accounts 2023-2024 Year End

Council received and agreed the accounts detailing the financial position of the Parish Council as at 31st March 2024.

Cllr Golding and Cllr Barton asked that their thanks be noted to the RFO for their work on producing the accounts.

31/24

Community Council Internal Audit Report 2023-2024

Council received and agreed the internal audit report for the financial year 2023/2024 as presented by Auditing Solutions Ltd.

Cllr Howard noted that it was a remarkable achievement to have received no comments in an audit report and that the RFO should be congratulated.

32/24

Community Council Annual Return 2023/2024

Council considered, populated where applicable, and approved the Community Council Annual Return for 2023/2024, including:

i. **Annual Governance Statement 2023/2024 (Section 1)**

Council considered the accounting statements in Section 1 of the 2022/23 Annual Return, answering yes to statements 1-8 and N/A to statement 9.

ii. **Accounting Statement 2023/2024 (Section 2)**

Council considered and approved the figures entered in boxes 1-10, answering no in box 11a and N/A in box 11b.

The Clerk produced the original AGAR document previously signed by the RFO and Internal Auditor. Clerk and Chair to sign confirming all agreed assertions.

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

33/24 Milton Keynes Ward Boundary Review – Initial Consultation

Council noted that the Local Government Boundary Commission for England is currently undertaking a boundary review of Milton Keynes City Council's electoral wards, this follows their decision to increase the number of Milton Keynes City Councillors to 60 in 2026. The review will be completed before May 2026 when all Milton Keynes City Councillors will be up for election in accordance with the newly established wards - initial feedback to the consultation should be submitted by 15 July 2024

34/24 Expression of Interest – Fishermead Medical Centre (FMC)

Council considered and agreed the proposal that the ground floor front room at the Council office is made available for use by FMC until such time that the Council vacates the building to relocate to the Community Hub in Springfield (anticipated date Easter 2025). Agreed use of the room to be:

- Monday – Friday 10am – 4pm
- Consultation Room for use by clinical staff/patients or administrators
- FMC to provide their own IT infrastructure (enabled by CPCC Wi-Fi)
- FMC to provide clinical infrastructure/equipment, CPCC to provide office furniture
- FMC to complete a comprehensive risk assessment and comply with any requirements of a CPCC risk assessment

Council further agreed to reserve the option of cancelling it in the event of the arrangement being impractical.

35/24 Community Hub – Working Group Update

The Clerk reported that the contract schedule continues to be on track and it is hoped that a site visit can be arranged for members at the earliest opportunity.

A new Construction Manager has been assigned to the Hub project by Steele & Bray, Craig Spencer has replaced Barry Stewart, allowing him to attend to projects nearer completion.

The existing patio structure has been condemned by our structural engineer, it is an integral piece of the plan and will need replacing, the structural engineer is designing a solution which will then be costed by our quantity surveyors.

i. Public Works Loan Board – Duration of Loan Repayment Period

Council considered and agreed the recommendation of the Responsible Financial Officer that while keeping within the annual repayment limit agreed in

the Council budget, the loan repayment period is minimised to reduce the total amount repayable over the lifetime of the facility.

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

Council is invited to note that we have received 8 enquiries from potential operators of the Community Hub Café, prior to the Expression of Interest deadline of 12 June 2024. These organisations are all based in Milton Keynes and have existing operations of a comparable nature.

iii. **Charitable Trust Creation**

Council is invited to note that there is no further update from the Clerk relating to obtaining a fee proposal for professional advice pertaining to the creation of a charitable trust associated with the management of the Community Hub.

36/24 County Association Facilitated Training and Future Visioning Session

Council considered and agreed a proposal from the Clerk that it enter discussion with the County Association (BMKALC) about their potential facilitation of a training and future visioning session. The training aspect of the session to cover the fundamentals of being an effective Councillor, with the future visioning aspect helping to set the strategic direction of Council at the commencement of its new 4-year term. The training aspect of the session would not replace training opportunities with alternative providers, the future visioning aspect could assist in the creation of the Council Strategic/Business Plan.

37/24 Dates of Future Committee & Working Group Meetings

Community & Communications Wednesday 29 May at 6.30pm

Planning – 3 June 2024 at 6.30pm

Finance, Administration & Policy – 4 June 2024 at 7.00pm

Estates – 11 June 2024 at 6.30pm

Please note - Annual Meeting of Electors – Tuesday 28 May at 7.00pm at the Springfield Centre

38/24 Date of Next Meeting

Tuesday 18 June 2024 at 7.30pm