

You are summoned to attend the meeting of the Parish Council to be held at 7:30pm on Wednesday 27th June 2018 in the Parish Council's Office, Great Linford House, 1 St Leger Court, Great Linford.

### Agenda

1. **Apologies**
2. **Declaration of Members' Interests**
3. **To approve the minutes** of the Full Council Meeting held on Monday 11<sup>th</sup> June, 2018.
4. **Matters Arising** from previous meetings to be presented to the Parish Manager before 12 noon the day before the meeting on the above date. These will be circulated to Cllrs.
  - 4.1. Additional Working Groups' Members – These were not specifically documented in the Annual Parish Council minutes. Council are asked to note the details below:
    - 4.1.1 Staff Grievance and Disciplinary Appeals Members are Cllrs: Heale, Foskett, Burgess and Hyacinthe.
    - 4.1.2 Staff Appeals Group Members are Cllrs: Panes, Ward and Calverley.
  - 4.2. Resolutions updates – Information for Cllrs listing the resolutions not completed or requiring follow.
5. **Public Question Time** – *The meeting will be adjourned for an agreed time by the Chair* for the public to ask questions about agenda items.
6. **Planning**
  - 6.1. Report on Planning – from Cllr Stabler.
  - 6.2. Memorandum to Councillors
    - 6.2.1. 18/00214/FUL      11 & 12 The Crescent, Marsh Drive, Great Linford      New vehicular access.
7. **Grant Applications S137** – Cllrs are asked to consider the following grant applications and determine whether they meet the grant policy.
  - 7.1. MKFoodfest – Cllrs are to consider the application from the MKFoodfest for a grant of £1,047 towards the running costs of the festival to be held in September 2018.
  - 7.2. FeedMK – Cllrs are asked to consider the application from the FeedMK project towards the food costs for the Summer FeedMK 2018 event in August.

## 8. Finance and Governance

- 8.1. End of Year Report – The Finance and Governance working group recommends the acceptance of the end of year report which notes:
- 8.1.1. The performance against budget;
  - 8.1.2. The carried forward of £7,500 for the completion of the communications website project.
- 8.2. Internal Audit Report – Cllrs are asked to note and accept the Internal Auditor's report for the 2017/18 Annual Return.
- 8.3. Annual Return – The Finance and Governance working group recommends the acceptance of the Annual Return, which should be duly signed in front of Council by the Chair and the RFO.
- 8.4. Explanation of Variances – The Finance and Governance working group recommends acceptance of the report explaining the variances of key Annual Return metrics. This document is required by the external auditor.
- 8.5. Monthly Payments and Finance Report – Cllrs are asked to agree the payments for the month of June, the Finance Report and note the investment performance report.
- 8.6. Contracted Payments – As per the Financial regulations, a list of all contracted payments and the method of payment are presented to Council annually for reviewing and agreement.
- 8.7. Audio-Visual Equipment – Cllrs are asked to consider the advice and cost of completing the audio-visual works originally planned for the office. A complete report is provided, detailing the options. Council are asked to consider the options and the associated costs. Options are to:
- 8.7.1. Not have provide audio-visual equipment,
  - 8.7.2. Provide an audio-visual solution that maximises the use of the meeting room for current and future users. Total cost £4,170 – of which £1,500 is budgeted. The remainder will need to be taken from reserves.
  - 8.7.3. Provide one audio solution, so either a TV screen for the long wall or an overhead projector. The cost will be provided at the meeting but will not exceed the £4,170 . Awaiting final quotes.
- 8.8. Membership of Milton Keynes Association of Local Councils – It is recommended by Cllr Stabler that membership of the above group is continued. The cost is £135 and is a budgeted item.

## 9. Projects/ Initiatives – No current updates available.

A table of all current work in progress is provided for Council's information.

10. **Parishes Forum** – Cllr Stabler attended the last Parished Forum meeting and a written update on the meeting is available for Cllrs to note.

11. **Correspondence and Parish Manager's report** – Information on current activities and correspondence received by Council which include:

- 11.1. Millennium Woodland – habitat creation works
- 11.2. City Fibre

## 12. Consultations

These are notified to GLPC via a variety of mediums. A list is compiled to make Council aware of the type of consultation and deadline dates. If a Cllr wishes GLPC to formally consider and respond to a consultation they are asked to make their intent known. A proposal will then need to be sent to the Parish Manager, seven working days before the next meeting.

### 12.1. Current Consultations

- 12.1.1. Consultation on a proposed federation of Drayton Park School & Brooksward School
- 12.1.2. Informal consultation on a proposal to close Walnuts Children's Home

## 13. To confirm the forthcoming Full Council Meetings:

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| 13.1. | Monday 9th July 2018                   | Full Council Meeting – Topic              |
| 13.2. | Wednesday 25th July 2018               | Full Council Meeting – Business           |
| 13.3. | Monday 13 <sup>th</sup> August 2018    | Full Council Meeting – only one in August |
| 13.4. | Monday 10 <sup>th</sup> September 2018 | Full Council Meeting – Resourcing         |
| 13.5. | Wednesday 26th Septemebr 2018          | Full Council Meeting – Business           |

22nd June 2018

Eirwen Tagg

*Eirwen Tagg*

Parish Manager

Members of the public are welcome to attend Parish Council Meetings.

Only items listed on this agenda will be discussed.

If you have comments about any other subject, please contact the Parish Manager.

*Reports and supporting information are available on request*