

You are summoned to attend the ANNUAL Parish Council Meeting to be held on **Monday 13<sup>th</sup> May 2019 at 19.30** in the Parish Council's Office, Great Linford House, 1 St Leger Court, Great Linford.

### Agenda

**Welcome and introduction to the meeting is given by the current Chair, the first business is to elect a Chair following the elections of 2<sup>nd</sup> May 2019.**

1. **Election of the Chair of the Council for 2019/20** and signature of declaration of acceptance form.
2. **Election of the Vice Chair of the Council for 2019/20** and signature of declaration of acceptance form.
3. Acceptance and signature of **all Cllrs'** declaration of acceptance forms and other related forms, including register of interest forms.
4. Apologies.
5. Confirm the **co-option process** required for vacancies that arise within the new Council terms 2019 to 2022.
6. Confirm the terms of reference for the Grievance and Disciplinary Committee and the Appeals Committee.
7. Elect three councillors to form the Grievance and Disciplinary Committee.
8. Elect three different councillors to form the Appeals Committee.
9. Review and accept the terms of reference for all the existing working groups.
  - 9.1. Finance and Governance
  - 9.2. Resourcing
  - 9.3. Community Programme
  - 9.4. Communications
  - 9.5. Planning
  - 9.6. Strategic Vision
  - 9.7. Environment TOR for information only – as this is a newly formed group and the TOR are draft and need to be reviewed by the new working group and presented to council later

### **10. Councillor positions:**

10.1. Election of the Group Lead and the Deputy for:

- |                                |                          |
|--------------------------------|--------------------------|
| 10.1.1. Finance and Governance | 10.1.5. Planning         |
| 10.1.2. Resourcing             | 10.1.6. Strategic Vision |
| 10.1.3. Community Programme    | 10.1.7. Environment      |
| 10.1.4. Communications         |                          |

10.2. Note the members of the following groups:

- |                                |                          |
|--------------------------------|--------------------------|
| 10.2.1. Finance and Governance | 10.2.5. Planning         |
| 10.2.2. Resourcing             | 10.2.6. Strategic Vision |
| 10.2.3. Community Programme    | 10.2.7. Environment      |
| 10.2.4. Communications         |                          |

10.3. Agree the appointment of the representatives to the:

- 10.3.1. Parishes' Forum
- 10.3.2. Milton Keynes Association of Local Councils
- 10.3.3. Milton Keynes East Local Stakeholder group
- 10.3.4. Big Local Conniburrow
- 10.3.5. Great Linford Charities

10.3.6. For the following partnerships, it is proposed that membership is requested as and when necessary:

- Great Linford Memorial Hall
- Cross and Stable
- Milton Keynes Bus User Group (MKBUG) & Sustainable Transport and Road Safety (STARS)
- Giffard Park Pond

10.4. Note or confirm the Project Leads for active projects:

- 10.4.1. Marsh Drive redevelopment
- 10.4.2. Redhouse Park Art Project phase II

## 11. Governance

Annually, Council is required to acknowledge and note certain aspects relating to its operational practices, as determined in the Standing Orders or Practitioners Accountability and Governance guidelines. GLPC is required to acknowledge:

- 11.1. the review schedule for governance documentations and polices
- 11.2. its subscription to other bodies
- 11.3. its meetings schedule
- 11.4. Its contracted payments for the financial year
- 11.5. Its investment performance and confirmation that the return is still acceptable to Council and that the whole investment should remain within the CCLA account.
- 11.6. the 19/20 Budget
- 11.7. the EMR reserves for 19/20 Budget

**Annual Parish Council Meeting will close at this point.**

**Full Council Meeting 13<sup>th</sup> May 2018 to follow immediately after the Annual Meeting concludes.**

12. **Receive any declarations of interest** from members.
13. **Approve the minutes of the previous meeting** held on Wednesday 24<sup>th</sup> April 2019.
14. **Matters arising** from previous minutes 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.
  - 14.1. Actions from previous meeting are noted in the attached resolutions update.
15. **Public Question Time** – *the meeting will be adjourned for an agreed time by the Chair* for the public to ask questions about agenda items.

**16. Planning**

- 16.1. Report on planning application progress from Cllr Stabler
- 16.2. Memorandum to Councillors from Cllr Stabler
  - 16.2.1 **19/01135/FUL**      **5 Coopers Mews, Neath Hill**      Single storey  
front and two storey side extension and carport.
  - 16.2.2 **19/01113/FUL**      **15 Millfield Gardens, Redhouse Park**      Proposed  
single storey rear and side extension.
  - 16.2.3 **19/01048/FUL**      **22 Warmington Gardens, Downhead Park**      Single storey  
rear extension with storey and a half extension to stair block.
  - 16.2.4 **19/01155/FUL**      **11 Millhayes, Great Linford**      Replacement  
of dwelling, demolition of existing single storey dwelling and rebuild single storey dwelling to provide full wheelchair access. Associated landscaping and external works.

**17. Community** – Neath Hill Local Centre

Cllrs Stabler and Burgess have had discussions with MKC and the Parks Trust about infrastructure issues at the local centre in Neath Hill. After many discussions, the Parks Trust are proposing an asset transfer of the car park and walkways at the Local Centre. The Parks Trust are preparing documentation for the transfer and have requested support from GLPC. It is proposed by Cllr Stabler that GLPC support this transfer.

**18. Finance**

- 18.1. Monthly Payments and Finance Report – Cllrs are asked to agree the payments for the month of May, the Finance Report and note the investment performance report.

## 19. 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.

19.1. Current Consultation: Proposed school term dates 2020/21

## 20. To agree the next Full Council meetings:

20.1. Wednesday 29<sup>th</sup> May 2019 Full Council Meeting

20.2. Monday 10<sup>th</sup> June 2019 Full Council meeting

Cllrs are asked to note the Parish Council Tour and get-together on Sunday 16<sup>th</sup> June 2019.

### **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 [parish.manager@great-linford.gov.uk](mailto:parish.manager@great-linford.gov.uk) or ring the office on 01908 606613.

*Reports and supporting information are available on request*

Eirwen Tagg *Eirwen Tagg*

Parish Manager

Date 7<sup>th</sup> May 2019