

You are summoned to attend the meeting of the Parish Council to be held at 19:30 on Wednesday 26<sup>th</sup> June 2019 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 previous meeting held on Monday 10<sup>th</sup> June 2019.

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.

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. Finance & Governance

6.1. Questions raised by Cllrs following their review of the information relating to the Annual Governance and Accountability Report (AGAR) and the End of Year reports are presented to Council. Officers or Finance & Governance Lead will provide answers or updates as appropriate.

6.2. Internal Auditor's Report – Cllrs are asked to note and accept the Internal Auditor's report for the 2018/19 Annual Return. This has been reviewed by the Parish Manager, Finance & Governance Lead and comments made where appropriate.

6.3. AGAR Section 1 Annual Governance Statement – It is recommended by the Finance & Governance working group that Council approve the Governance Statement and, in doing so, accept the Governance report which identifies the further actions required. These will be reviewed by the Finance & Governance working group throughout the year. The Statement should be signed by the Chair and Clerk.

6.4. AGAR Section 2 Annual Accounting Statements – It is recommended by the Finance & Governance working group that Council approve this accounting statement. This should be signed in advance by the RFO. The Chair to sign once approved at the meeting.

6.5. Explanation of accounting statement variances It is recommended by the Finance & Governance working group that council accept the report explaining the variance of the key annual return metrics.

6.6. The Balance Sheet, as prepared, is the financial position of this Parish Council as at 31<sup>st</sup> March 2019 and reflects the Income and Expenditure during the year. It is recommended by the Finance & Governance working group that Council accept this statement, which should then be signed by the Chair and the RFO.

6.7. End of Year Report – It is recommended by the Finance & Governance working group that Council accepts the report which notes:

6.7.1. The performance against budget for the whole Council and each cost centre;

6.7.2. The carried forward figure of £2,454 towards the Project Support Officer's costs for the Marsh Drive project.

### Great Linford Parish Council

Great Linford House, 1 St Leger Court, Great Linford MK14 5HA

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- 6.8. Financials for the month of June – Cllr Widdowson proposes that Council note and agree:
- 6.8.1. Payments for the month of June
  - 6.8.2. The Financial report and the additional notes
  - 6.8.3. The Investment Performance report which shows the annualised return and the month on month values.
  - 6.8.4. Council are asked to note that the CCLA criteria was not reviewed at the working group meeting due to the review of the end of year reports. It is still an action to be reviewed at the next working group meeting.
- 6.9. Bank Mandates – It is proposed that Cllr Whelan and Cllr Foskett are bank signatories on the unity trust accounts along with Cllrs Bedford, Burgess and Widdowson. This allows cover for signatories' absence and allows rotation of internal scrutiny.
- 6.10. GLPC Assets – Marsh Drive Trees – A progress update report is available. It is recommended by Cllr Widdowson that Council accept the quote for the works to be completed on the Marsh Drive trees (known as G1 in the tree survey). The quote is for £6,300 and is a budgeted item but above the approval of the Proper Officer and Finance Lead.
- 6.11. Disclosable Pecuniary Interest and Financial Transactions – Note to Council re Cllr Olney's company involvement with provision of services for the Community Fun Day and Summer of Fun programme. Cllrs are asked to note the information provided.

## 7. Environmental Working Group

- 7.1. Cllr Johnston proposes that Council should accept the Terms of Reference of the Environmental working group. The action plan for this group is available for Council's information.
- 7.2. Supplementary Fund 2019 – As agreed at the meeting on 10<sup>th</sup> June 2019, GLPC will apply for a grant to support one or two landscape projects within Conniburrow. The grant application is attached, and the formal detailed project brief will be documented at a later stage when all stakeholders / partners have had input.

## 8. Planning

- 8.1. Draft Consultation – Planning Obligations Supplementary Planning Document – Cllr Johnston proposes that GLPC formally respond to this consultation. A memorandum is made available. The main areas of concern are that the documentation:
- 8.1.1. Does not include reference to the previously negotiated Planning Obligations Protocol. The principles of this protocol would determine the process, role and responsibilities that Parish and Town Councils have within the S106 process.
  - 8.1.2. Suggests a reduction in S106 per dwellings for Parish & Town Councils.
  - 8.1.3. Does not clearly imply the implications of a Build to Rent development/phase on an area or the implication on the S106 value.

8.2. Report on Progress of Planning Applications – from Cllr Stabler

8.3. Memorandum to Councillors

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|-------|---|--|
| 8.3.1 | <b>19/01483/FUL Canal Cottage, The Wharf, Great Linford</b>     | Removal of existing conservatory and proposed single storey side and rear extensions and internal alterations to create a new reception room and large open plan kitchen/reception area, insertion of bathroom window. |
| 8.3.2 | <b>19/01463/TPO The Old Rectory, High Street, Great Linford</b> | Notification of intention to remove T1 and TG1.  |
| 8.3.3 | <b>19/01436/FUL 1 Montgomery Crescent, Bolbeck Park</b>         | Change of use from amenity land to residential garden land.  |
| 8.3.4 | <b>19/01415/FUL 15 Longcross, Pennyland</b>                     | Part single and part two storey rear extension.  |
| 8.3.5 | <b>19/01314/FUL 38 Teasel Avenue, Conniburrow</b>               | New one bedroom attached dwelling.   |
| 8.3.6 | <b>19/01386/FUL 19 Lower Stonehayes, Great Linford</b>          | Single storey front kitchen and two storey side bedroom part above existing garage and dining room.  |

**9. 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.

9.1. Consultation on LCTR Parish Funding

9.2. Car Cruising

9.3. Draft Mobility Strategy Transport Infrastructure delivery plan

**10. To notes dates for the diary and confirm forthcoming Full Council Meetings:**

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|-------|---|--|
| 10.1. | Monday 8 <sup>th</sup> July 2019  | Full Council meeting                       |
| 10.2. | Wednesday 31 <sup>st</sup> July 2019  | Full Council meeting                       |
| 10.3. | Monday 12 <sup>th</sup> August 2019   | Full Council meeting                       |
| 10.4. | Start of Summer of Fun ticket sales 8 <sup>th</sup> July (for GLPC residents) 15 <sup>th</sup> July (for other residents) |  |
| 10.5. | Start of Summer of Fun activities 29 <sup>th</sup> July to 30 <sup>th</sup> August  |  |
| 10.6. | Wednesday 7 <sup>th</sup> August 2019   | Parish Bike Tour (for Cllrs and residents) |
| 10.7. | Wednesday 21 <sup>st</sup> August 2019  | Cllrs only Parish Car/Minibus tour         |

21<sup>st</sup> June 2019

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*

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