

You are summoned to attend the Full Council meeting to be held on Wednesday 27th April 2022 at 19.00 to be held at Great Linford Parish Council Office.

The navigation directions can be found using <https://w3w.co/stars.wipes.postings>

Covid safe procedures will apply, sanitiser will be available, spacing is encouraged and face masks are required while people are moving around the meeting room.

Public involvement

- Anyone wishing to attend is asked to register before noon on **Wednesday 27th April** by emailing glpc@great-linford.gov.uk or phoning the office on 01908 606613. This will allow Officers to cater for all wishing to attend.
- If you are unable to attend and have any questions about the agenda items, please send them to glpc@great-linford.gov.uk or phone 01908 606613 by 9am on **Wednesday 27th April** A reply will be sent to you after the meeting.

Public participation procedures and information can be found on the website document [Public Participation \(great-linford.gov.uk\)](#) and within Standing orders [Policies & Documents \(great-linford.gov.uk\)](#)

Agenda

Agenda Item	Doc Ref (Abbreviated)
1. Welcome and register of those in attendance	
2. Apologies for absence	
All apologies are to be presented by 12 noon on the meeting date. Emails must be sent to glpc@great-linford.gov.uk stating the reason for absence.	
3. Cllr Co-option	Doc 3
Following the successful completion of the co-option process and attendance at three meetings, Cllr Widdowson proposes the co-option of Donna Nicholls for Parish Councillor for the Great Linford ward. This is seconded by Cllr Harvey. Council is asked to agree the recommendation.	
4. Declaration of members' interests	
Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members are required to declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting). Parish Manager to update Council on code of conduct changes, process for pecuniary interest, register of interest and information available 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. The Chair will allocate speaking time as appropriate.	

Great Linford Parish Council

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

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Agenda Item	Doc Ref (Abbreviated)
6. Grant Applications	
<p>Grant applications are reviewed by Council twice a year in April and September. Due to workloads the follow up checks and balances that are carried out on the grant applications have not been completed on time so they cannot be presented to Full Council. It is recommended that Council delegate the responsibility to Finance Governance and Asset Committee to assess the grants whose application is related to June Community activities. Other grants can be reviewed at May's Full Council meeting.</p>	
7. Minutes of the previous meeting	
<p>7.1. Council is asked to agree the minutes of the last meeting held on 30th March 2022 are a true record.</p>	Doc ref 7.1
<p>7.2. Council is provided with an update of the outstanding Resolutions and asked to review and ask any questions.</p>	Doc ref 7.2
8. Committee minutes Council is asked to affirm that each of the recent Committee meetings has fulfilled its remit by recording its deliberations in their draft minutes. Council is asked to consider any recommendations proposed by the Committee that requires Council approval. These are highlighted within their minutes or specifically noted in this agenda.	
<p>8.1. Confirm the draft minutes of the Community Services Committee which was held on 11th April 2022.</p> <p>Specific Council resolutions or time specific updates</p> <p>8.2. Food Initiatives Council is asked to consider the contents of the partnership agreement that will be used to set expectations between Partners and GLPC when carrying out Food initiatives.</p> <p>8.3. Council is asked to agree that for the budget year 22/23 S137 should be used to support partners delivering a food service to the community. The level of which should be agreed within the partner agreement and the amount put aside from reserves agreed by Council.</p> <p>8.4. Annual Parish Meeting the format of the meeting is documented in the Community Liaison report and presented for comments and agreement by Council. The meeting is the 19th of May at Conniburrow</p> <p>8.5. Communications an outline of the next edition of the Your parish newsletter is provided. Cllrs are encouraged to review and contact the Communications Officer or Cllr Mackenzie if there are any ideas or comments</p>	Doc ref 8.1

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Agenda Item	Doc Ref (Abbreviated)
9. Finances transactions	
<p>9.1. <u>Month's Finance Report and payments</u> – The April finances have been entered on the system, but a report cannot be produced until the previous budget year has been closed. The year-end closedown is scheduled for completion by DCK Accounting on 10th May.</p> <p>The details have been checked by Cllr Burgess and Cllr Kupczyk and will be reported at the full council meeting on 25th May.</p>	Doc 10.1
10. Personnel updates and resolutions	
<p>A presentation with recommendations will be provided by Cllr Harvey.</p> <p>10.1. <u>Employment Contracts</u> - HR Dept (personnel consultants) have reviewed the current contract and provide the Personnel Committee with recommendations. The areas of change are documented in the attached report and have been considered by the committee. Recommendations will be presented for discussion and agreement to Council.</p> <p>10.2. <u>Resource level</u> Cllr Harvey proposes a temporary admin assistant is employed for 6 months to provide cover during holidays and assist with the current increase in workload.</p> <p>10.3. <u>Recruitment</u> for two Caretakers has commenced. One appointment has been made. IT equipment previously not budgeted is essential for these positions. Council is asked to approve expenditure to ensure that caretaking and employed by GLPC have the equipment to enable them to carry out their role. Expected cost £30 a month for tablet and phone per caretaker.</p> <p>10.4. <u>Recruitment of Cleaners</u> This recruitment has not been successful to date. Local companies and local individuals have been approached but to no avail.</p>	Doc ref 10.1
11. Green Concerns – Cllr Heale	
<p>As a Council how can we share ideas and start a conversation with the community about the green things that we can do? Some ideas are documented as a starting conversation.</p>	Doc ref 11
12. GLPC updates	
<p>12.1. <u>Councillor recruitment</u> Cllr Heale to provide a verbal update on progress to date. Social media adverts will be published in the next week</p>	

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