

You are summoned to attend the Full Council meeting to be held on Wednesday 30th June 2021 at 19.00. This meeting will be held at the Parish Council Office Great Linford House 1 St Leger Drive Great Linford.

NEW ARRANGEMENTS

Due to Government legislation all Council meetings must take place face to face.

However, Covid restrictions will apply, and this will limit the number of people allowed into the meeting room. Face masks are essential.

As a resident or member of the press you are welcome to attend

- **via Teams** <https://bit.ly/3dc28kN>
- **or in person** but due to the limited space please register your desire to attend via the GLPC website form or by writing to the Parish Manager at glpc@great-linford.gov.uk. Seats will be allocated on a first come first served basis.

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

Agenda

Agenda Item	Doc Ref (abbreviated)
1. Welcome and attendance register	
2. Members' apologies for absence	
Cllrs are asked to accept valid apologies presented as required. Cllr Kumar and Cllr Heale have tendered valid apologies in advance of the meeting.	
3. Member's declarations of interest in matters on the agenda	
4. Public Question Time	
The meeting will be adjourned for an agreed time by the Chair for the public to ask questions about agenda items. Questions can be presented in person or via email. The Chair will allocate speaking time as appropriate.	
5. Minutes of the meeting previous meeting	
5.1. Council is asked to agree the minutes of the Annual Parish Council and the Full Council meeting held on the 26 th May 2021 5.2. Council is provided with an update report of the outstanding Resolutions. Any actions completed since the last meeting are also recorded. Cllrs are asked to review and ask any questions as required.	Doc Ref 5.1
6. To note and accept the draft minutes of the recent Committee / Sub Committee meetings and to consider any recommendation therein not otherwise specified on the agenda	

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<p>Cllrs are asked to review the minutes as presented and agree the recommendation/s proposed from the committee / subcommittee. Recommendations to this council meeting are highlighted if they are not already noted as a council agenda item.</p> <p>6.1. Personnel Committee – 14th June 2021 – recommendations are detailed below.</p> <p>6.2. Community Services Committee – 14th June 2021 no recommendations</p> <p>6.3. Finance Governance and Assets Committee – 21st June 2021 – the recommendations from this meeting are detailed below.</p> <p>6.4. Planning Subcommittee 1st June 2021 – Cllrs are asked to note the minutes there are no recommendations to Council.</p> <p>6.5. Planning Subcommittee 15th June 2021 – Cllrs are asked to note the draft minutes there are no recommendations to Council.</p>	<p>Doc Ref 6.1 Doc Ref 6.2 Doc Ref 6.3</p> <p>Doc Ref 6.4</p> <p>Doc Ref 6.5</p>
<p>7. Recommendations from Personnel Committee which were reviewed by FGA Committee for financial assessment regarding Resourcing.</p> <p>7.1. Personnel Committee proposed to increase resource hours by 25 Ranger hours and 24 Admin hours following a review of council resource against the council objectives. This equates to an increase of £39,604 as an unbudgeted item and will be funded through the 5-year rolling fund.</p> <p>The FGA committee reviewed the information and agreed the financial implications and monies for the 12-month trial of increased resource hours.</p> <p>The detail of this trial will be managed by the PM and the Personnel Committee and reported back to full council.</p> <p>Council is asked to accept the recommendations as made by the two committees.</p>	
<p>8. Annual Governance Accounting Report</p> <p>Finance, Governance and Asset Committee recommend acceptance by council of the AGAR as required by Standing Orders.</p> <p>8.1. <u>Internal Auditor's Report</u> – Cllrs are asked to note and accept the Internal Auditor's report for the 2020/21 Annual Return. Items about Pensions calculation are to be investigated and reported back to council.</p> <p>8.2. <u>AGAR Section 1 Annual Governance Statement</u> – It is recommended that Council approve the Governance Statement and, in doing so, accept the Governance report which identifies the further actions required. The Statement should be signed by the Chair and Clerk.</p> <p>8.3. <u>AGAR Section 2 Annual Accounting Statements</u> – It is recommended that Council approve this accounting statement. This should be signed in advance by the RFO. The Chair to sign once approved at the meeting.</p> <p>8.4. <u>Explanation of accounting statement variances</u> It is recommended that council accept the report explaining the variance of the key annual return metrics.</p> <p>8.5. <u>The Balance Sheet</u>, it is recommended that Council accept this statement, which should then be signed by the Chair and the RFO.</p>	<p>Doc Ref 8.1</p> <p>Doc Ref 8.2</p> <p>Doc Ref 8.3</p> <p>Doc Ref 8.4</p> <p>Doc Ref 8.5</p>

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8.6. <u>The Bank Reconciliation</u> , it is recommended that Council accept this statement.	Doc Ref 8.6
8.7. <u>The end of year report 20/21</u> it is recommended that council accept the report, agree the carried forward figures totalling £26,988 and note the income and expenditure variances.	Doc Ref 8.7
9. Monthly Financial report	
9.1. Cllrs are asked to <u>review</u> the finance report and the payment scheduled. These have been reviewed by Cllr Widdowson and are recommended for acceptance. 9.2. Council is asked to note and accept that a donation of £3k has been pledged to the Parish Council. The doner has requested that it be used within the Community Services Programme for events that support and promote well-being. This money will be ringfenced and used with CSC agreement on specific mental health activities GLPC runs or supports.	Doc Ref 9.1
10. Parishes Forum update	
10.1. Cllr Widdowson has provided a written report on the parish's forum. The major item was MKCs review of the Serco Landscape contract which ends in 2023. MKC Officers recently held a workshop to present proposed future options. Cllr Widdowson proposes that a working party should be set up reporting directly to council to consider the implications for GLPCs landscape environment. Ideally there will be representatives from all committees. Meetings with the relevant MKC Officers and other parish councils should be conducted and a report provided to council by September. Slides presented at a recent workshop and notes on the meeting are provided. 10.2. Cllr Townsend is the new portfolio holder for Public Realm and Parishes Forum. An email from her is attached for your information. If there are any issues or topics that you would like the Parish Forum to consider, please could you provide details to Cllr Widdowson or Cllr Lawar to ensure they are but on the next agenda.	Doc Ref 10.1 Doc Ref 10.2
11. Community Infrastructure Fund grant – CIF	
Cllrs are asked to consider the CIF grant and identify whether any of the existing projects on the workbook could be supported by this grant. Cllrs are also asked to consider whether there are any other community initiatives that this Council could support using this grant. The grant requires match funding from the parish council up to a maximum of £20k and can be made up of 3 separate projects. In the past GLPC has used such grants to assist with Marsh Drive disabled parking and bike racks,	Doc Ref 11

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<p>improvements to Conniburrow pond and Muga areas. Information about the grant is attached.</p> <p>A proposal should be brought to the July Council meeting in the form of a project initiation document (PID) identifying resource required. It is also suggested that if Cllrs wish to gauge community support, the communications working group can provide online surveys to determine community thoughts. This could be run in July before the meeting.</p>	
<p>12. Updates</p>	
<p>12.1. Reopening and reimagining your community buildings – National Association of Local Councils (NALC) course – verbal update from Cllr Mackenzie</p> <p>12.2. Milton Keynes Association of Local Councils – (MKALC) verbal update from Cllr Lawar</p> <p>12.3. Dog bins – MKC response to request for bin locations – verbal update from Parish Manager</p> <p>12.4. MKC Ward Cllr – Meetings held with Parish Council representatives verbal update from Cllr Widdowson.</p>	
<p>13. Monthly update A presentation will be provided with updates from around the parish area.</p>	<p>Presentation to be shown</p>
<p>14. To confirm the date of meetings in July 2021</p> <p>14.1. 6th July 2021 - Planning Subcommittee</p> <p>14.2. 12th July 2021 - Finance Governance and Assets</p> <p>14.3. 20th July 2021 Planning Subcommittee</p> <p>14.4. 28th July 2021 Full Council Meeting</p>	

Eirwen Tagg

Eirwen Tagg

Parish Manager. 25th June 2021