

You are summoned to attend the Full Council meeting to be held on Wednesday 29th June 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>

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

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	
Following the successful completion of the co-option process and attendance at three meetings, Cllr Widdowson proposes the co-option of Janet Brindley for Parish Councillor for the Downs Barn ward. This is seconded by Cllr Nicholls. Council is asked to agree the recommendation.	Doc ref 3
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).	
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.	
6. Minutes of the previous meeting	
6.1. Council is asked to agree the minutes of the Annual Parish Council and Full Council meeting held on 25 th May 2022 are a true record.	Doc ref 6.1
6.2. Council is provided with an update of the outstanding Resolutions and asked to review and ask any questions.	Doc ref 6.2
7. 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.	
7.1. Confirm the draft minutes of the Community Services Committee which was held on 6 th June 2022. Link to CSC Meeting information	Doc ref 7.1

Great Linford Parish Council

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

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Agenda Item	Doc Ref (Abbreviated)
7.2. Confirm the draft minutes of the FGA Committee which was held on 20 th June 2022. Link to FGA Meeting information	Doc ref 7.2
8. Annual Governance and Accountability Return - AGAR	
<p>Finance, Governance and Asset Committee recommend acceptance by council of the AGAR as required by Standing Orders.</p> <p>Cllrs are asked to review the FGA recommendation to accept the various elements of the AGAR. Cllrs are asked to accept the reports and information as presented.</p> <p>8.1. Annual Governance Report 8.2. Annual Internal Audit report 8.3. Section 1 - Annual Governance Statement which confirms that all affirmations have been positively completed by the Parish Council. 8.4. Section 2 - Accounting Statements. Various supporting documents are provided detailing the information in this statement as prepared by DCK Accounting. 8.5. Explanation of Accounting Statement Variances which explains the variance of key annual return metrics. 8.6. The Balance Sheet – Page 7 of the Financial Statements (7.1.4) 8.7. The Bank Reconciliation 8.8. Earmarked Reserves 8.9. End of Year Financial Report – as required by the Financial Regulations a report is provided and council is asked to review and agree the report as presented.</p>	<p>Doc ref 8.1 Doc ref 8.2 Doc ref 8.3 Doc ref 8.4 Doc ref 8.5 Doc ref 8.6 Doc ref 8.7 Doc ref 8.7 Doc ref 8.9</p>
9. Finances transactions	
<p>9.1. <u>Month's Finance Report and payments</u> – The June finances have been entered on the system.</p> <p>The details have been checked by Cllr Widdowson and Cllr Burgess</p>	Doc 9.1
10. Project workbook – has been updated and is circulated for Council to review, specific updates are provided below.	
<p>10.1. S106 review – the working group has reviewed the various elements and where appropriate project initiation documents are to be drafted and brought to council.</p> <p>A Redhouse park resident has provided some thoughts and suggestions to areas that some of the S106 monies could be utilised to make safety and practical improvements. This will be reviewed with interested parties and the landowners, MKC.</p>	Doc ref 10

Agenda Item	Doc Ref (Abbreviated)
10.2. <u>Conniburrow Community Centre Update for Council Information - The working groups recommendations will be presented to the Personnel Committee and the Finance Governance and Asset Committee. A report will then be provided for Council to make a decision on a community asset transfer from MKC to GLPC.</u>	
11. Operational updates	
11.1. <u>Council Planning Committee Capability</u> – update from Cllr Nixon	
11.2. <u>Office desktop refresh</u> with the changes in working practices, the purchase of laptops during covid a review of equipment need/replacement has been completed. To ensure that Screen health and safety is adhered to it is suggested that rather than purchasing PCs, desktop devices and additional monitors are purchased to increase flexibility of space and equipment whilst maintaining H&S. Cllr Nixon proposes that £4,199.81 is used from the asset management Earmarked reserves to fulfil this aim.	Doc ref 11.2
11.3. <u>GLPC asset profitability review</u> – update on progress Cllr Kupczyk	
11.4. <u>Climate change event attended</u> – update on implications for GLPC by Cllr Heale	
11.5. <u>Resource specific</u> - The contract for the Environment and Premises Officer ends mid-July. A temporary extension is to be negotiated with the current supplier, but the working group are currently proposing a change in the job description as the requirements evolve with an additional asset. Cllr Harvey proposes that the recruitment process runs in parallel with the working group findings and the recommendation report to Council so that there is no lag between making a decision and recruiting. No recruitment will be made until after Councils decision in July.	
11.6. <u>GLPC events and activities and community updates provided by the Parish Manager</u>	
12. Next meeting and event dates	
12.1. Monday 4 th July – Personnel and Governance Committee 12.2. Monday 11 th July – Finance Assets and Governance Committee 12.3. Saturday 23 rd July – Community Litter pick – Neath Hill 12.4. Wednesday 27 th July – Full Council Meeting 12.5. Saturday 6 th August – GLPC Community Fun Day 12.6. Saturday 20 th August – Pennylands and Bolbeck	

Eirwen Tagg

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Parish Manager. Friday 24th June 2022

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