

Minutes of the Full Council meeting held on Wednesday 30th January 2019 at 19:30 in the Parish Office, Great Linford House, 1 St Leger Court, Great Linford, Milton Keynes, MK14 5HA.

Present: Councillors Bedford (Chair), Burgess, Crooks, El-Zamek, Foskett, Hanif, Heale, Hyacinthe, Morgan, Olney, Omole and Widdowson.

Also present: Parish Manager and RFO.

1. **Apologies** were received from Cllr Chowdhury (working), Cllr Macaulay (holiday), Cllr Maclean (personal), Cllr Stabler (holiday) and Cllr Whelan (unwell). All apologies were accepted by Council.
2. **Declaration of Members' Interests** – Cllr Crooks declared an interest in item 6.2.2 and neither took part in the discussion nor voted on this item.
3. **Minutes of the previous meeting** – it should be noted that Cllr Foskett had apologised for his absence, but these were not minuted. With this amendment, the minutes of the meeting held on Monday 14th January 2019 were accepted as a true record. This was proposed by Cllr Burgess, seconded by Cllr Morgan and voted as: 10 for, 2 against and 0 abstentions.
4. **Matters Arising** – None declared
5. **Public Question Time** – No members of the public were present.
6. **Planning**
 - 6.1. Report on Planning Application Progress – An update on previous applications was provided in a written report, produced by Cllr Stabler and noted by Cllr Heale.
 - 6.2. Memorandum to Cllrs on all Applications
 - 6.2.1. **19/00120/FUL 31 St Stephens Drive, Bolbeck Park** **No objection**
was proposed by Cllr Heale and seconded by Cllr Foskett. This was voted on as: 11 for, 1 abstention and 0 against.
 - 6.2.2. **19/00116/FUL 1 High Street, Great Linford** **No objection**
was proposed by Cllr Foskett after the Planning Officers comments relating to car parking spaces had been read out to Cllrs. This was seconded by Cllr Burgess and voted on as: 10 for, 1 against and 0 abstentions. Cllr Crooks declared a personal interest and was not involved in the discussion or vote.
 - 6.2.3. **19/00050/FUL 38 Teasel Avenue, Conniburrow** **Objection**
was proposed by Cllr Heale, seconded by Cllr Morgan and voted on as: 11 for, 0 against and 1 abstention. The reasons for refusal were provided in detail in the memorandum. The objection is based on the application being contrary to:
 - i. Policy D2 (i, ii and iv) and Policy L2 & Appendix L2 of the Adopted MK Local Plan 2001-2011
 - ii. New Residential Design Guide 2012
 - iii. Parking SPD September 2016
 - 6.2.4. **18/03051/FUL St Monica's Catholic Primary School, Neath Hill** **No objection**
was proposed by Cllr Heale, seconded by Cllr Widdowson and agreed by all.

- 6.3. Five Year Housing Land Supply – A draft update report from Milton Keynes Council (MKC) was circulated before the meeting and a verbal presentation was provided by Cllr Crooks.

7. Grant Applications S137

- 7.1. Little Bookshop – A grant for £1,000 to support the community bookshop and their work with a local organisation was proposed as accepted by Cllr Foskett. This was seconded by Cllr Heale and agreed by all.

8. Finance

8.1. Monthly Payments and Finance Report

Cllr Widdowson proposed that:

- 7.1.1. The payments for the month of January were correct and should be paid.
7.1.2. The bank reconciliation for December had been checked and duly signed.

This was seconded by Cllr Foskett and voted on as: 11 for, 0 against and 1 abstention

9. Finance and Governance Working Group

9.1. Internal Interim Report

- 9.1.1. It was proposed by Cllr Widdowson that, following the internal auditor's report, Council should confirm the following:

The Annual Governance Statement was noted and agreed on 25th April 2018. However, it was not signed at the time by the Chair. At the review of all the Annual Return information on 27th June 2018, the new Chair signed the paperwork. However, the date recorded was the June date. This has been acknowledged on the AGAR paperwork to explain the difference in the minute and signature dates.

This was seconded by Cllr Foskett and all agreed.

- 9.1.2. Council noted that the Interim Report observations, comments from the RFO and the actions identified and the recommendation to accept the report was proposed by Cllr Widdowson. This was seconded by Cllr Foskett and all agreed.

9.2. Performance against Budget

- 9.2.1. As required by financial regulations, the 9-month budget performance report was presented to Council. There were no specific queries relating to the report. Cllr Widdowson proposed that the Budget performance report, as presented, should be accepted. There were no material conditions with the figures. This was seconded by Cllr Omole and voted on as: 11 for, 0 against and 1 abstention.

Cllr Crooks to review the tolerance levels of the budget.

10. Parish Manager's Update

10.1 2019 Annual Strategic Action Plan

The Strategic Plan was agreed in October 2018. An action plan was presented to Council, which identifies the known or current activities undertaken by Council in order to achieve the aims and objectives of the Strategic Plan.

- i. Cllr Bedford proposed that the Lead Cllrs and working groups should review these objectives and confirm the actions that they will undertake for the forthcoming year. This was seconded by Cllr Heale and agreed by all.
- ii. Cllr Bedford proposed that the action plans are presented to Council at agreed intervals so that the whole Council can be kept up to date with achievements, issues, changes or additional resources/costs that may be required to achieve the aims and objectives of GLPC. This was seconded by Cllr Heale and agreed by all.
- iii. Cllr Bedford proposed that an Environment group should be formed, consisting of four Cllrs, of which one will be the Lead. They should work with the Parish Manager and Ranger(s) to develop the Terms of Reference and the implementation plan for the working group. This was seconded by Cllr Heale and agreed by all.
Cllrs: Burgess, Heale, Morgan, Olney and Widdowson highlighted their interest in this group.

10.2 Recycling Bags – It was proposed by Cllr Foskett and seconded by Cllr Heale that a letter should be sent to MKC Ward Cllrs highlighting the concern shown by residents in relation to the poor recycling bag service received from MKC. This was agreed by all.

10.3 Great Linford Parish in the News – A verbal report was provided, for information, on recent news articles.

10.4 Proposed Meeting Schedule for 2019 – Cllrs noted the full 2019 schedule. Three dates were specifically drawn to Council's attention:

- **15th April** – the date of the Annual Meeting of the Parish, held for residents and its proposed location is Conniburrow;
- **13th May** – this is not a date change, but it is the date of the Annual Parish Council meeting where Cllrs take their seats for a new term;
- **28th August** – no meeting.

The schedule was noted and agreed.

11. Consultations

Cllrs were asked to contact the Parish Manager if any of the consultations listed should be discussed at the next meeting by Council. All the details are available on the MKC website.

- 11.1 Draft housing allocation policy
- 11.2 Statement of community involvement
- 11.3 Proposed changes to street trading arrangements
- 11.4 Downs Barn bus stop infrastructure

12. The forthcoming Full Council meetings were confirmed as:

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| 12.1. | Monday 11 th February 2019 | Full Council Meeting |
| 12.2. | Wednesday 27 th February 2019 | Full Council Meeting |

The meeting closed at 20:49.

Chair _____

Date _____