

**Minutes of the Full Council Meeting held on Wednesday 27<sup>th</sup> July 2022 at 19:00 at Great Linford Parish Office**

**Present:** Councillors: Kupczyk, Nixon (Chair), Brindley, Burgess, Widdowson, Heale, Harvey, El Zamek, Nicholls and Mackenzie.

**Co-opted Cllrs** Lowe and Janicka

**Also present:** Two residents

<b>1. Welcome and attendance register</b>
Chair welcomed all Cllrs and residents to the meeting.
<b>2. Members' apologies for absence</b>
It was proposed by Cllr Nicholls and seconded by Cllr Harvey that the valid reason for absence received from Cllr Calverley was accepted, all voted in favour. <b>RESOLVED</b>
<b>3. Cllr Co-option</b>
Cllr Heale proposed the co-option of Agata Janicka for Parish Councillor for the Downs Barn ward, and Robert Lowe for Parish Councillor for Great Linford this was seconded by Cllr Burgess, all voted in favour. <b>RESOLVED</b>
<b>4. Declarations of members interest</b>
None
<b>5. Public Question Time</b>
No questions received or raised
<b>6. Minutes of the previous meeting</b>
6.1. It was proposed by Cllr Widdowson and seconded by Cllr Burgess that the minutes of the last meeting held on 29 <sup>th</sup> June 2022 are a true record, all voted in favour. <b>RESOLVED</b>
6.2. Parish Manager no issues currently with outstanding resolution. <b>ACTION</b>
<b>7. Committee minutes</b>
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
<u>Personnel Committee</u>
7.1. It was proposed by Cllr Burgess and seconded by Cllr Harvey that the draft minutes of the Personnel Committee meeting held on 4 <sup>th</sup> July 2022 were reflective of the committee's remit. This was agreed by all
7.1.1. It was proposed by Cllr Heale and seconded by Cllr Burgess that the Training and Development Policy should be accepted. This was agreed by all. <b>RESOLVED</b>

7.1.2. It was proposed by Cllr Harvey and seconded by Cllr Burgess that the Parish Manager, Chair of Personnel and Chair of FGA be given delegated powers to consider quotes cost and implications in relation to the outsourcing of payroll. A recommendation should be made directly to council. This was agreed by all **RESOLVED**

Finance Governance and Asset Committee

7.2. It was proposed by Cllr Burgess and seconded by Cllr Harvey that the draft minutes of the FGA Committee meeting held on 11<sup>th</sup> July 2022 were reflective of the committee's remit. This was voted as all in favour. **RESOLVED**

7.2.1. It was proposed by Cllr Burgess and seconded by Cllr Nixon that if the demand is high then an additional £2k should be used from reserves to increase the availability.

## 8. Conniburrow Community Centre

A report was provided to Council detailing the review of the working groups findings and recommendations in relation to the transfer of this asset to GLPC.

The chair asked if there were any questions in relation to the report and after some discussion the Chair proposed an amendment to the original recommendation.

8.1. Cllr Nixon proposed that GLPC agree to take over ownership/responsibility of the Conniburrow Community Centre (CCC) based on the documentation provided and the financial statements available including the estimated expenditure and revenue growth. This is predicated on the successful outcome of the discussions which will be required to finalise the details of the Community Asset Transfer as well as the engagement which has been requested previously, and will still be required, from MKC. The success criteria have yet to be defined but regardless will need to be met as part of this agreement. This was seconded by Cllr Burgess and agreed by all.

Council agreed that the negotiations would be managed by the Proper Officer, appointed Solicitor, and nominated Cllrs. **RESOLVED**

Cllr Harvey provided some information in relation to the Personnel report and the reason for an amendment to the originally tabled resolution.

8.2. Cllr Harvey proposed that recruitment of additional personnel should commence immediately in accordance with the resource restructure (including CCC) as detailed in the report. All posts will be advertised as permanent to attract as wide a range and calibre of candidates as possible, except for the Admin Support post which will be a one-year fixed term appointment with the view to permanency and the Community Liaison Officer Support which will be 6-month contract. This will allow GLPC to manage all facilities, including CCC, whilst negotiations ensue, develop stability/reduce the pressure on the GLPC team and enable greater community engagement thereby increasing income to offset additional costs.

Note: should negotiations with MKC prove unsuccessful, the Estates Officer Job Description will allow that person to support the business elsewhere, i.e., the Rangers, etc, the Finance Officer is required irrespective of adopting the CCC, the CLO Support and Admin Support roles can be

terminated at short notice should that be required and the CCC Caretaker post will be redundant as no longer be required.

This proposal was seconded by Cllr Burgess and agreed by all.

**RESOLVED**

The Chair asked for it to be noted that a lot of work and research had gone into the review of this project and may challenges, and questions rightly raised by the group. He thanked all who had taken time to work on this project.

### 9. Finances transactions

9.1. Month's Finance Report and payments – Cllr Widdowson proposed that the July finances and the monthly report be accepted, this was seconded by Cllr Burgess and voted as all in favour.

**RESOLVED**

### 10. Planning application

22/01657/Prior Telecommunications Hub Marsh Drive SW GL Proposed 15.0m Phase 9 Monopole and associated ancillary works. Cllr Mackenzie proposed that GLPC should object to this planning application. GLPC was sympathetic and in agreement with the comments made by Highways. The location of a mast within a residential area, on residential street should not be accepted. GLPC would consider the relocation of such equipment away from the street scene. This was seconded by Cllr Heale and agreed voted as 11 for 0 against 1 abstention.

**RESOLVED**

### 11. GLPC Updates

11.1. Marsh Drive Development – a project update report was made available to Council. There were no questions.

11.2. Thatched Barn – a project update was made available to Council.

Council is asked to note the update report and the progress to date. Council should confirm acceptance from the professional advice provided that an application for de-listing / and or demolition will not be pursued.

Cllr Nixon and Cllr Burgess and voted as 11 for 1 abstain 0 against

11.3. ROCLA – a project update report was made available to Council. There were no questions.

### 12. Operational updates

12.1. Council Planning Committee Capability – Council was informed that training was being scheduled.

12.2. Code of Conduct – Parish Manager provided an update on the recent training course attended and asked that while the Parish Council version is being considered Cllrs make themselves aware of the Code of Conduct from NALC and MKC as these are the basic requirements expected of any Cllr.

**ACTION**

### 12.3. Communications and Community Events and activities

12.3.1. Cllr volunteering opportunities parish manager asked all Cllrs to review the information from the Community Liaison Officer and if they are will and able to indicate which events they wish to support and in what capacity

**ACTION**

12.3.2. Induction training and introduction to MS 365 a date in August will be agreed for this training **ACTION**

**13. Next meeting and event dates**

The following dates were noted and agreed by Council

- 13.1. Saturday 6<sup>th</sup> August – GLPC Community Fun Day
- 13.2. Monday 8<sup>th</sup> August – Community Services Committee
- 13.3. Saturday 20<sup>th</sup> August – Pennylands and Bolbeck
- 13.4. Monday 5<sup>th</sup> September – Personnel Committee 18:00 start
- 13.5. Monday 12<sup>th</sup> September – Finance Assets and Governance
- 13.6. Wednesday 28<sup>th</sup> September - Full Council

**The meeting was closed at 20:17**

Chair 

Date 05/10/22