

FAIRFIELDS COMMUNITY COUNCIL

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ANNUAL MEETING OF COUNCIL (AGM)

Thursday 18 May 2023 @ 18h30

At Fairfields Sports Hub, Apollo Avenue, Fairfields, MK11 4BA

IN ATTENDANCE:

Councillors: Cllr's Jake Bloomfield (JB)-Chair, Edward Martin (EM), Shelley Holmes (SH), Jenny Wilson-Marklew (JWM)

Officer: Vicky Mote (Clerk/RFO)

Members of the Public: 13 members present.

REF	MINUTES (AGM)
	<p>Pursuant to Council Standing Orders Point 5j, following the election of the Chair and Vice-Chair of the Council at the annual meeting of the Council, Council to consider the following items and make resolution.</p> <p>Due to this being the first meeting of Council post elections and there being no Chair, the Clerk opened the meeting and asked for nomination(s) for Chair.</p>
FC23/24-16	<p>1. Election of Chair and Vice-Chair 2023/24 Chair: Proposed Cllr Edward Martin. Council RESOLVED that Cllr Edward Martin be duly elected as Chair for the municipal year 2023/24. Meeting commenced by newly elected Chair.</p> <p>Vice-chair: Proposed Cllr Jake Bloomfield. Council RESOLVED that Cllr Jake Bloomfield be duly elected as Vice-chair for the municipal year 2023/24.</p> <p>2. Declaration of Acceptance of Office. Chair: Duly signed before the Clerk (Proper Officer). Vice-chair: Duly signed before the Clerk (Proper Officer).</p>
FC23/24-17	<p>Apologies: There were none to record.</p>
FC23/24-18	<p>Co-Option. The Chair changed the order of the agenda and took this item at the end of the AGM agenda.</p> <p>Cllr EM (Chair) proposed that Cllr Jennifer Wilson-Marklew be co-opted into the vacancy of community councillor. Council RESOLVED to accept the proposal; Cllr JWM duly co-opted. Acceptance of Office signed before the Clerk (Proper Office).</p>
FC23/24-19	<p>1. Declarations of Interests: To note councillors' declarations of interest in matters on the agenda (Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, councillors are required to declare any disclosable</p>

	<p>pecuniary interests which they may have in any of the items under consideration at this meeting).</p> <p>There were none to declare.</p> <p>2. Annual Dispensation-Precept. Council RESOLVED to grant a general dispensation for a four-year period ending 2027 to all Members who may have a disclosable pecuniary interest in any business of the authority where that business relates to the functions of the authority in respect of setting council tax or precept under the Local Government Finance Act 1992.</p>
FC23/24-20	Minutes. Council RESOLVED that the draft minutes of the meeting held on 13/04/23, be accepted as a true copy. Duly signed by Cllr EM (Chair).
FC23/24-21	Scheme of Delegation. Council RESOLVED to adopt the proposed scheme of Delegation to the Clerk.
FC23/24-22	Standing Order. Referring to the National Association of Local Council (NALC) Model Standing Orders 2018 (ENGLAND)-Updated April 2022, Council reviewed and RESOLVED to adopt the minor changes, including gender references.
FC23/24-23	Financial Regulations. Referring to NALC Model Financial Regulation template, produced in July 2019, Council reviewed and RESOLVED to adopt the minor changes.
FC23/24-24	Internal Auditor. Council RESOLVED to approve the proposal to continue with Auditing Solutions Ltd as internal auditor for 2023/24.
FC23/24-25	Staffing Panel. Council RESOLVED that elected councillors EM, JB and SH are appointed members to serve on the Staffing Panel.
FC23/24-26	External Bodies. Council RESOLVED to appoint member(s)/Officers as representatives to serve on the following external bodies as required. <ol style="list-style-type: none"> 1. Milton Keynes City Council Parish Forum; Clerk and member (availability). 2. Barratt Developer Issues, Clerk and Cllr EM.
FC23/24-27	Subscription/Membership. Clerk RESOLVED to continue with the following memberships: <ol style="list-style-type: none"> 1. National Association of Local Councils (NALC)-Council membership. 2. Buckingham & Milton Keynes Association of Local Councils (BMKALC)-Council membership. 3. Society of Local Council Clerks (SLCC)-Clerk membership. 4. The National Allotment Society (NAS)-Council membership.
FC23/24-28	Asset Register. Council reviewed and RESOLVED to adopt the register, including the points raised by Cllr SH; litter picking equipment and storage shed were not on the register, Clerk noted and will add.
FC23/24-29	Risk Register. Council reviewed and adopted.
FC23/24-30	Insurance Policy, to review the Council insurance policy arrangements for the next three years. Clerk requested this item is carried forward to the next meeting on
FC23/24-31	Policies, Procedures and Practices, Council reviewed and RESOLVED to adopt the following: <ol style="list-style-type: none"> 1. Freedom of Information. 2. Data Protection. 3. Press and Media. 4. Complaints. 5. Code of Conduct. 6. Grant Policy. 7. Document Retention (new).

FC23/24-32	<p>Council RESOLVED to fix the following dates and times of council meetings for the ensuing year 2023/24 with the amendment of the Annual Residents meeting to be confirmed in the last week of June 2023.</p> <p>Meetings to be held on the 2nd Thursday of each month, starting at 18h30 at Fairfields Sports Hub, Apollo Avenue, MK11 4BA.</p> <table data-bbox="392 427 1139 792"> <tr> <td>08 June 23</td> <td>Full Council</td> </tr> <tr> <td>29 June 23</td> <td>Annual Residents Meeting</td> </tr> <tr> <td>13 July 23</td> <td>Full Council</td> </tr> <tr> <td>August 23</td> <td>No meeting due to school holidays</td> </tr> <tr> <td>14 September 23</td> <td>Full Council</td> </tr> <tr> <td>12 October 23</td> <td>Full Council</td> </tr> <tr> <td>09 November 23</td> <td>Full Council</td> </tr> <tr> <td>14 December 23</td> <td>Full Council</td> </tr> <tr> <td>11 January 24</td> <td>Full Council</td> </tr> <tr> <td>08 February 24</td> <td>Full Council</td> </tr> <tr> <td>14 March 24</td> <td>Full Council</td> </tr> </table>	08 June 23	Full Council	29 June 23	Annual Residents Meeting	13 July 23	Full Council	August 23	No meeting due to school holidays	14 September 23	Full Council	12 October 23	Full Council	09 November 23	Full Council	14 December 23	Full Council	11 January 24	Full Council	08 February 24	Full Council	14 March 24	Full Council
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Meeting ended at 19h30, followed by Full Council Meeting agenda