



FULL COUNCIL MEETING MINUTES

Thursday 09 November 2023 @ 19h00

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

IN ATTENDANCE:

Councillors: Jake Bloomfield (JB)-Chair, Shelley Holmes (SH), Ron Holmes (RH)

Officer: Vicky Mote (Clerk/RFO)

MKCC: Paul van Geete (PvG)

Members of the public: 5

Meeting started at 19h00

REF	MINUTES
FC23/24 113	<p>Apologies: Council RESOLVED to accept apologies from Cllr Jennifer Wilson-Marklew (JWM).</p> <p>Not Present: Jovita Kodyte (JK).</p>
FC23/24 114	<p>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 pecuniary interests which they may have in any of the items under consideration at this meeting). None declared.</p>
FC23/24 115	<p>Public question time, including Ward Councillor updates: In accordance with Standing Order 1(d), members of the public may ask questions on any matters dealt with by Full Council, which are included on this agenda.</p> <p><u>Footpath across Parks Trust land to Tudor Gardens</u> PvG confirmed that MKCC has the design completed. In the process of applying for a Certificate of Lawfulness, hope to start the works early in the new year. The Parks Trust will take down only the trees necessary to enable the completion of the footpath.</p> <p><u>Footpath/bridge ownership-back of Fabius Drive</u> Clerk to find out who is responsible for the footpath and bridge leading over to the fields at the back of Fabius Drive.</p>
FC23/24 116	<p>Minutes. Council RESOLVED that the draft minutes of the Full Council Meeting held on 12 October 2023, be accepted as a true copy. Duly signed by Cllr JB (Chair).</p>
FC23/24 117	<p>Finance Matters.</p> <ol style="list-style-type: none"> 1. Payments: Council NOTED the list of payments made from 01/10/23 to 31/10/23. 2. Finance Report: Council NOTED financial report showing receipts and payments vs budget to date 31/10/23. 3. Bank Account: Financial Services Compensation Scheme (FSCS) limit is £85,000 per bank that does not share the same license. Due to the current balance in the Lloyds Treasurers account (£110,881.88 at 31/10/23), Council to consider opening a bank account with another bank organisation in order to spread the risk. Council RESOLVED that the Clerk bring back some options for consideration, to the next full council meeting 14/12/23.

	<p>4. Budget Planning: Current budget planning is for one fiscal year, Council to consider if they wish to commence a three-year budget plan, starting 2024/25, taking into consideration that there will be a Community Centre in 2025.</p> <p>Council RESOLVED to go ahead with a three-year budget plan.</p> <p>5. Grants, there were no grant applications to consider.</p>
<p>FC23/24 118</p>	<p>Finance Regulations Update Instructions for the making of payments (6.18) (Ref: Minute FC23/24-84, dated 14/09/23).</p> <p>Council RESOLVED to adopt the change as follows: <u>Current Version:</u> 6.18. Any Debit Card issued for use will be specifically restricted to the Clerk and will also be restricted to a single transaction maximum value of £500 unless authorised by council or finance committee in writing before any order is placed. <u>New Version:</u> 6.18 A Charge Card issued for use will be specifically restricted to the Clerk, with a spending limit of £1000 and debit balance to be paid off each month.</p>
<p>FC23/24 119</p>	<p>Reports</p> <ol style="list-style-type: none"> 1. Clerk: Clerk ran through the updated report, previously circulated. 2. Councillors: There were no reports or updates. 3. Milton Keynes City Council (MKCC): PvG updates. <u>Local Play Park 4:</u> Contractors are currently dealing with some water/flooding issues and installing a French drain. ROSPA are due to do an equipment inspection. Landscaping has been deferred due to the wet weather. It is anticipated that the play park will be open +/- Mar 24. <u>Allotment Transfers</u> PvG has this in hand with MKCC legal, to progress. 4. Developer (Barratts/David Wilson): no updates. 5. Fairfields Sports Hub: no updates.
<p>FC23/24 120</p>	<p>Operational (Clerk)</p> <ol style="list-style-type: none"> 1. Allotment Report. Clerk presented the report and highlighted that there were 29 tenants who had not paid their new annual allotment fees by the due date and would need to be chased. 2. Management of vacant plots. Council to review the detailed report presented by the Clerk and consider recommendations. Clerk confirmed that it would cost circa £50 to cover a 125 sqm plot and £30 for a 75 sqm plot. <p>Council RESOLVED to go with option 4.</p>

	<p>COST OF HEAVY DUTY WEED SURPRESANT</p> <table border="1"> <thead> <tr> <th>Ref</th> <th>Quantity</th> <th>Price</th> <th>Per sqm</th> <th>75sqm</th> <th>125sqm</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>2m (W) x 100m(L)</td> <td>£70.83</td> <td>(£0.35/sqm)</td> <td>£27</td> <td>£44</td> </tr> </tbody> </table> <p>COST OF PEGS</p> <table border="1"> <thead> <tr> <th>Ref</th> <th>75 sqm + pegs</th> <th>125 sqm + pegs</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>£31</td> <td>£51</td> </tr> </tbody> </table> <p>75sqm plot = approx. 60 pegs 125 sqm plot = approx. 110 pegs</p> <p>Clerk to get some allotment volunteer to help with the covering of vacant plots.</p>	Ref	Quantity	Price	Per sqm	75sqm	125sqm	4	2m (W) x 100m(L)	£70.83	(£0.35/sqm)	£27	£44	Ref	75 sqm + pegs	125 sqm + pegs	4	£31	£51
Ref	Quantity	Price	Per sqm	75sqm	125sqm														
4	2m (W) x 100m(L)	£70.83	(£0.35/sqm)	£27	£44														
Ref	75 sqm + pegs	125 sqm + pegs																	
4	£31	£51																	
FC23/24 121	<p>Planning Applications (list circulated prior to meeting)</p> <p><u>23/02177/HOU</u> Deadline for response 27/11/23 At: 10 Legion Close Fairfields Milton Keynes MK11 4DF Proposal: The erection of a single storey rear extension on ground floor level, first floor extension over the garage, loft conversion and levelling and stepping the rear garden and fence. Joining the over the garage, loft conversion and levelling and stepping the rear garden and fence. Joining the garage and house at first floor level.</p> <p>Council RESOLVED that the Clerk use this application as an example to run through the process with councillors and submit an agreed response by the deadline.</p>																		
FC23/24 122	<p>Licensing Applications (list circulated prior to meeting) There were no applications to consider.</p>																		
FC23/24 123	<p>Consultations. Council to consider any live consultations.</p> <ol style="list-style-type: none"> <u>Get Around MK: electric vehicles survey:</u> 06/09/23 to 31/03/24. Milton Keynes City Council: Carbon and Climate Study Public Consultation. 17/10/23 to 14/11/23 https://mkcc-climatestudy.commonplace.is/ <p>Council RESOLVED that Councillor complete the consultation individually as they will have their own views.</p>																		
FC23/24 124	<p>Neighbourhood Priority Statement: Council to NOTE the partnership working that has commenced with parish councils (and its neighbours) to look at developing a Neighbourhood Priority Statement in conjunction with future Local Plans. (Report to follow). Council to consider if they wish to be a part of this partnership working.</p> <p>Council RESOLVED that at this point in time, the Clerk continue to attend the meetings to get a better understanding of the details.</p>																		
FC23/24 125	<p>Event(s). Updates and items for consideration and resolution.</p> <ol style="list-style-type: none"> <u>Santa Float.</u> Cllr RH had made contact with The Rotary Club, who would like to continue with the Santa Float this year. Cllr RH will liaise and find a suitable date; Clerk will then put out another communication to encourage volunteers. <u>Residents meet and greet</u> – New Community Centre plans. Council RESOLVED that two one-hour sessions to be held, one on a Saturday and the other in the evening, prior to the next full council meeting on 14/12/23, Clerk to look at dates and availability at The Sports Hub. 																		

	<p>3. <u>Advent Windows.</u> Cllr SH confirmed that she would be happy to co-ordinate this event and asked the Clerk to support in getting the communications out. Council RESOLVED to go ahead with this community engagement event.</p>
FC23/24 126	<p>MK Play Association Council to consider if they wish to purchase a number of Christmas craft packs for children over the festive season.</p> <p>Council considered this a good idea and RESOLVED to go ahead with the purchase of 50 packs at £4 each and if the uptake is strong, Clerk to order up to a maximum of 100 packs.</p>
FC23/24 127	<p>Speed Indicator Devices (SID)-Insurance Council to consider if they wish to renew the service agreement for the SID's. Council RESOLVED not to go ahead and insure the SID's. Having researched via other councils, the cost of £872.92 per SID outweighs the limited chances of the SID's breaking down.</p>
FC23/24 128	<p>1. Clerk Contracted Hours Clerk raised a concern regarding the number of contracted hours at 15/week (2-days) not being enough to support the general day to day tasks that need to be carried out. Detailed confidential report circulated, which included a 6-month period of actual hours worked in covering the basics of keeping the council running.</p> <p>Council NOTED that and additional hours agreed in this financial year, have not been budgeted for. Clerk circulated a detailed predicted year-end spend for Council to take into consideration when making their decision.</p> <p><u>Council to Consider</u> and review at year end 31/03/24. Current: (2-day week)-remain at 15 hrs/week and accept limited service. Option 1: (3-day week)-extra 7-hours to fiscal year end 31/03/24. Option 2: (4-day week)-extra 14.6-hours to fiscal year end 31/03/24.</p> <p>Council RESOLVED to go for Option 2: (4-day week), starting immediately. Clerk to present an addendum to contract, at 29.6 hours (4-day week), for Council to sign.</p> <p>2. Clerk Salary Uplift (Contractual) Council to NOTED the Local Government Pay Claim 2023/4; Pay offer has been accepted, to be backdated to 01/04/23.</p>
FC23/24 129	<p>Future Agenda Items and next Meeting.</p> <ol style="list-style-type: none"> 1. Future agenda items for consideration, none raised. 2. Council to NOTED the next full council meeting on 14 December 23 at 19h00.