

You are summoned to attend the meeting of the Parish Council to be held on Wednesday 25th October 2017 at 7.30pm in the Parish Council's Office, Great Linford House, 1 St Leger Court, Great Linford.

Agenda

1. **Chair** - Cllrs are asked to resolve that Cllr Widdowson should Chair the meeting as Cllr Panes will be absent.
2. **Apologies** – Cllr Panes, Cllr Omole and Cllr Hyacinthe tender their absence in advance.
3. **Declaration of Members' Interests**
4. **To Approve the Minutes** of the meeting held Monday 9th October 2017
5. **Matters Arising** from previous meetings to be presented to the Parish Manager before 12 noon the day before the meeting on the above date. These will be circulated to Cllrs.
6. **Public Question Time** – *The meeting will be adjourned for an agreed time by the Chair for the public to ask questions about agenda items.*
7. **Finance** – Cllr Neate as Lead for Finance
 - 7.1. Monthly Payments and Finance report - Cllrs are asked to agree the payments for the month of October and review and agree the finance report.
 - 7.2. Duck Food – Cllrs are asked to confirm how the profit from sales of duck food is allocated. There are two preferred options (1) profits could be ring-fenced for Pear Tree Pond Association works or (2) donated to Willen Hospice. The VAT treatment of this transaction has been reviewed and agreed. This was raised as an issue previously.
 - 7.3. Great Linford Tennis Courts – Cllrs are asked to agree the expenditure of £1,272 to replace lights on the courts. This expenditure is within budget. This expenditure is above the PM's authority level and hence is brought to council for agreement.
8. **Planning**
 - 8.1. Report on Planning Progress – Cllr Stabler. See additional information.
 - 8.2. Memorandum to Councillors

8.2.1. 17/02602/FUL - 26 Tower Drive, Neath Hill extension	Single-storey rear
8.2.2. 17/02617/FUL - 6 The Wharf Great Linford Extension and Two Storey Rear Extension	Single-storey Side
8.2.3. 17/02659/FUL - 16 Broadway Avenue Giffard Park	Construction of a second storey habitable space

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8.2.4. 17/02649/FUL - 28 Wandlebury Giffard Park
storey dwelling

Erection of single

8.2.5. 17/02471/FUL - 22 Warmington Gardens Downhead Park
rear extension.

Two and single storey

9. Correspondence and Communication for Information and Interest

9.1. Police and Crime Plan Summary – The formal report for the Thames Valley area is provided for Councillors' information and interest.

9.2. Rough Sleepers Strategy – Cllrs are asked to read the attached strategy. Individuals or Council are entitled to respond to this strategy. If responding as a Cllr, a corporate agreed statement is required. There are no direct proposals for how GLPC can assist operationally.

9.3. Parishes Forum – Update from Cllr Stabler. Information on one of the items discussed is made available. The Draft Framework (for parish and town councils to have an increased role in service delivery and shaping the future) is a document presented by MKC Officers and is circulated for Cllrs' information and interest.

9.4. Updates on Project or Previous Actions – Parish Manager

9.4.1. Communications – Cllr Bedford is the Lead Cllr for Communications and provides information about the NBNE magazine which will be ready for delivery around 16th November. Final copies will be circulated for proof reading at the end of October for those able to review and comment. Summary of contents are attached.

9.4.2. Community Engagement Programme – Cllr Heale. has put his name forward as Vice Lead Cllr for Community Engagement and will support Cllr Foskett in this area. Cllrs are asked to note and agree this item.

9.4.3. Citizen Advice Bureau (CAB) – A report is provided to highlight the performance and value of this service. This is provided for council's information.

10. Governance

10.1. Finance and Governance Working Group – Lead Cllr Neate. Risk Management. The current risk register is made available to Cllrs. Having reviewed the register:

10.1.1. Are Councillors aware of any changes, up or down, to the level of any risks on the current risk register? and

10.1.2. Are Councillors aware of any new risks that should be included on the risk register?

10.1.3. One new risk is included. **L6 171019**, the General Data Protection Regulations (GDPR) legislation for May 2018, may provide a risk to our ability to be compliant and its introduction will impact on resources. Mitigation of the risk is being managed

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through training and the development of an action plan to ensure good practice is compliant with the legislation. Cllrs are asked to note and agree this inclusion to the register.

10.2. Staff and Resourcing Working Group – Lead Cllr Maclean

10.2.1. Council are invited to **resolve** that due to sensitive and confidential information related to the next item about staff and staff payments it is necessary for the press and public to be excluded from this item.

10.2.2. Cllrs are asked to consider the confidential report relating to staffing.

11. To Confirm the Next Meeting Dates as:

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| 11.1. | Monday 13th November | - Full Council meeting – topic Initial Budget review |
| 11.2. | Wednesday 29th November | - Full Council Business meeting |
| 11.3. | Monday 11th December | - Full Council meeting – topic Budget review |
| 11.4. | Wednesday 13th December | - Full Council Business meeting |

20th October 2017 Eirwen Tagg *Eirwen Tagg* Parish Manager

Members of the public are welcome to attend Parish Council Meetings.

Only items listed on this agenda will be discussed. If you have comments about any other subject please contact the Parish Manager – details below.

Reports and supporting information are available on request.