

You are summoned to attend the meeting of the Parish Council to be held on Wednesday 13<sup>th</sup> December at 7.30pm in the Parish Council's Office, Great Linford House, 1 St Leger Court, Great Linford.

### **Agenda**

#### **1. Apologies**

#### **2. Declaration of Members' Interests**

3. **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.

4. **Public Question Time** – *The meeting will be adjourned for an agreed time by the Chair for the public to ask questions about agenda items.*

#### **5. Community and Correspondence**

5.1. Community Forum Meeting – Feedback from Cllr Widdowson

#### **6. Finance and Governance – Cllr Neate**

6.1. Monthly Payments and Finance Report - Cllrs are asked to agree the payments for the month of December and the Finance report.

6.2. Internal Audit Interim Report

6.2.1. Council are asked to review and accept the Internal Auditor's Interim report. Comments and actions from the Parish Manager have been included.

6.2.2. Annual Return – Statements were made by the External Auditor about the Annual Return 2016/17. Council are asked to note the comments made by the External Auditor. In response to these comments, GLPC have already acted to form a Finance and Governance Working Group with agreed Terms of Reference to ensure that risks are mitigated where possible and that internal control is improved.

6.3. Asset Maintenance Schedule – Council are asked to note the programme of works derived from the recently commissioned Asset Management Survey. The total works will cost £9,998 and, as per the financial regulations, delegated authorisation for the expenditure will be made by the Parish Manager and Chair/Lead Cllr for Finance. The expenditure is catered for in the Earmarked Asset Management Reserve.

The report highlights the works to be completed.

6.4. Marsh Drive Tennis Club – A report is provided detailing the current costs, lease and invoice calculations for this facility. Cllrs are asked to consider the report and agree the proposals for the invoice for 2017/18.

#### **7. Planning**

7.1. Report on Planning Progress (Cllr Stabler). A report on the additional information.

7.2. Memorandum to Councillors

7.2.1. 17/03185/FUL

30 Alverton, Great Linford, MK14 5EF

7.2.2. 17/03122/FUL

8 Windrush Close, Downhead Park, MK15 9BN

7.2.3. 17/03199/FUL

1 Wellhayes, Great Linford, MK14 5HL

### **Great Linford Parish Council**

Great Linford House, 1 St Leger Court, Great Linford MK14 5HA

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## 8. To Confirm the Next Full Council Meetings

- 8.1. Monday 8<sup>th</sup> January 2018      Full Council Meeting – Topic  
8.2. Wednesday 31<sup>st</sup> January 2018      Full Council Meeting – Business meeting

All in attendance are welcome to stay, chat and enjoy some  
Christmas food and cheer after the meeting.

Merry Christmas and a Happy New Year to  
all our Great Linford Parish Residents 

4<sup>th</sup> December 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.

*Reports and supporting information are available on request.*