

**Minutes of the Full Council meeting held on Wednesday 24<sup>th</sup> June 2015 at 7.30pm in the Parish Office, Neath Hill Local Centre.**

**Present:** Councillors; Calverley, Crooks, Macaulay, Lawar, Maclean, Stabler, Widdowson (Chair), Dean and Bejon.

**Also Present:** Parish Manager and one member of the public, Joy Cowell (Chair of CCA).

It was proposed that Cllr Widdowson should be chair of this meeting.

1. **Apologies** were accepted from Cllr Foskett (holiday), Cllr Omole (family), Cllr Panes (holiday) and Cllr Bedford (holiday).
2. **Declaration of members' interests** – none raised.
3. **Minutes of the meeting**
  - 3.1. It was proposed by Cllr Lawar and seconded by Cllr Bejon that the amended minutes of the 11<sup>th</sup> May 2015 were a true record, this was agreed by all.
  - 3.2. It was proposed by Cllr Macaulay and seconded Cllr Bejon that the minutes for the Annual Parish Meeting held on the 18<sup>th</sup> May 2015 were a true record this was agreed by all.
  - 3.3. It was proposed by Cllr Calverley and seconded by Cllr Stabler that the minutes of the meeting on the 15<sup>th</sup> June 2015 were a true record, this was agreed by all.
4. **Matters arising** – none raised.
5. **Public Question Time** – Chair of the CCA addressed the council to explain the need behind the request to remove the baseball diamond fencing to ensure that an adult pitch can be located within the playing field area.
11. **Community and Correspondence**
  - 11.2. **Conniburrow Community Association** - Cllrs discussed the information they had put before them and the concern that they did not have information from the other parties such as Milton Keynes Council and the Baseball organisations. Concern was also raised about the S106 implications and the fact that here had been a deviation from the plan agreed by the project board and what was delivered. It was proposed by Cllr Crooks that an amendment to the original request be made. GLPC would not object to the removal of the fence provided that MKC and the CCA can assure GLPC that this action would not preclude the provision of baseball and that by removing the fencing, an adult pitch could be provide which met the needs of the CCA. This was seconded by Cllr Macaulay and voted as; 5 in favour, 2 against and 2 abstentions.

Chair agreed that Projects would be taken next.

## 8. Projects

- 8.1. Parish Office premises Cllr Calverley provided a report regarding the progress to date. So far the need, options and costs have been collated. A full proposal will be available at the start of September. Next month conversations with developers will take place. Cllr Crooks asked if the accessibility of the buses and access to certain locations could be investigated and that if the vision is for an office in 10 years' time consideration to the technological changes should be investigated.
- 8.2. Gyosei Art Project A report was produced by Cllr Stabler and the Project Support Officer. The Art council grant has been amended and resent to the Arts Council. Cllr Calverley asked for clarification about the S106 monies and the deadline for the project. Cllr Stabler confirmed that the deadline is June and that monies will have been committed by this time.
- 8.3. Neighbourhood Plan Project Support Officer - Plans were submitted 14<sup>th</sup> June. This was slightly later than planned but it has been confirmed that the MKC Officer was satisfied and plans will be put to council for a delegated decision. A 6 week consultation is required for comments, MKC will then approach the Inspector and it is believed the referendum will be held January 2016. Cllr Crooks proposed that to maximise turn out and reduce cost conversations should be had to see if it was possible for the referendum to be held at the same time as local elections.

## 6. Finance

- 6.1. Cllr Widdowson proposed that £120 be used to **purchase 10 shirts** for staff and regular volunteers. This is a budgeted item. It was seconded by Cllr Dean and agreed by all.
- 6.2. **Income and expenditure** report for the quarter (April to June) was noted by council.
- 6.3. As Lead Cllr for Finance Cllr Widdowson proposed the retrospective approval of the **financial report** for the month up to 30th April and the payments for May, as previously agreed Cllr Macaulay and all agreed.
- 6.4. As Lead Cllr for Finance Cllr Widdowson proposed the approval of the **financial report** for the month up to 31<sup>st</sup> May and the payments for June, this was seconded Cllr Stabler and all agreed.

## 7. Governance

- 7.1. Annual Return
- 7.1.1. The Internal Auditors report was circulated for Cllrs attention, comments made by the Internal Auditor had been reviewed and action noted by the Parish Manager. Acceptance of the report was proposed by Cllr Widdowson, seconded by Cllr Calverley and agreed by all.
- 7.1.2. It was noted that within the accounts one of acct codes had been allocated the wrong statutory link within omega, this meant that costs were incorrectly allocated to Staff costs, this was amended and figures corrected. As Lead Cllr for Finance, Cllr Widdowson proposed the approval of the accounting statements for 2014/15, this was seconded Cllr Macaulay and agreed by all.
- 7.1.3. As Lead Cllr for Finance, Cllr Widdowson proposed the approval of the annual governance statement 2014/15, this was seconded by Cllr Macaulay and agreed by all.
- 7.1.4. As Lead Cllr for Finance, Cllr Widdowson proposed that Cllrs approve the end of year report, the virements and carried forward proposals. This was seconded by Cllr Macaulay and agreed by all.

9. **Parish Manager update** - the comments and actions noted in the report relating to resourcing, staffing levels and training were approved by Cllr Stabler, seconded by Cllr Lawar and all agreed.

10. **Planning**

10.1. **Report on Planning Progress** – by *Cllr Stabler*

10.2. **Planning Applications** - a memorandum to Councillors is produced by Cllr Stabler.

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| 10.2.1. | 15/01261/FUL – 2 St Edwards Close, Neath Hill, | No Comment   |
| 10.2.2. | 15/01288/FUL – 1 Byward Close, Neath Hill,     | No Comment   |
| 10.2.3. | 15/01398/FUL – 19 Massie Close, Willen Park,   | No Comment   |
| 10.2.4. | <b>M1 Motorway Service Area Northbound,</b>    | Objection as there is not enough information. A full highways report is essential , identification about the pedestrian access and movement needs to be considered , acknowledgement of the number of car parking space (there only appears to be 6) and an environmental report regarding the contamination of the ground should be provided. |

Cllr Stabler proposed the above conditions and this was seconded by Cllr Calverley and this was agreed by all.

11. **Financial**

11.1. **Cross and Stable** - Cllr Maclean is a Trustee and noted that there is a vacancy for a PC representative for the management committee. The next meeting is 16<sup>th</sup> September.

12. **The next meetings were agreed as**

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|----------------------------|--------------------------------------|
| 12.1. Community Fun Day    | Sunday 5 <sup>th</sup> July 2015     |
| 12.2. Full Council Meeting | Monday 13 <sup>th</sup> July 2015    |
| 12.3. Full Council Meeting | Wednesday 29 <sup>th</sup> July 2015 |

**The meeting was closed at 21:02**

Chair \_\_\_\_\_

Date \_\_\_\_\_