



Clerk Update Report Meeting of Full Council 17th November 2020

AGENDA ITEM: 6.

1. Delegated Decisions:

- i. Landscape Contract Procurement: TC agreed to purchase MKC Procurement Service – at a cost of £480 from the Landscape Earmarked Reserve.
- ii. Flu Jabs for Staff: total expected cost (as not all staff are taking up the offer): £48 from the General Reserve.
- iii. Training: New Councillor (TW - £41.55), SLCC Accessibility of Documents Training events (4 office staff - £235, Note: Bespoke Course cost quotation was £1,000.), Chairman Training (RA - £41.55) - Total from Training budget - £318.10: 20/21 Budget £1500, Expenditure to date: £325.11 (includes payments due for processing). Remainder left in training budget: £856.79.
- iv. SSTC response to Government Consultation on changes to the Planning System (attached)

2. Update from previous meeting(s)

20/129 GRANT APPLICATION: Stony Radio: request for £2,000 seed fund to help establish Stony Radio as a fully functional local community radio station. Standing Orders were suspended to hear representation from the applicants. Following a lengthy discussion and a vote (Cllrs Gifford and Cherrill did not participate in the vote), Council RESOLVED to award a grant of £2,000 on the condition that, should the Radio Station fail/fold for any reason, the equipment should be returned to the Town Council for use by the Community. Council AGREED that if possible, the funds should come from the S.106 Arts money held by Milton Keynes Council (from the Elizabeth House development) but if MKC did not agree that it was an appropriate use of the funds, the award would come from the 2020/21 Grant Budget. Action: TC to inform recipients and investigate if the S.106 could be used.

Completed: MKC confirmed that the project doesn't meet criteria for the S106 Art. However, if there were a series of programmes on a specific subject, these could be funded through S106. Update 16/11/20: cheque can't be paid in yet because Stony Radio can't open the company bank account as Lloyds have suspended the opening of business bank accounts due to Covid-19. It's not a problem, as they don't yet have their company registration number.

20/131 Delegated Decisions: Council RESOLVED to approve the following:
iii) Introduction to Local Council Administration (ILCA) Training for DTC and EPO: Total Cost: £198 plus VAT (£237.60)

In Progress: DTC and EPO progressing with ILCA.

20/132 New instant access deposit account: Following the new information that Hampshire Trust Bank (HTB) would transfer the maturing one-year bond to an instant access account (only available to those with maturing bonds) with a higher rate of interest than the Nationwide Account (Council had previously agreed to open – Minute 20/116 c), Council concurred with the Responsible Financial Officer (RFO) and RESOLVED i) the Nationwide application should be stopped ii) that when the new account details were received, a deposit of £64K should be made to the HTB (New account total £84,355.81, just below the FSCS protection limit of £85K). Action: TC to organise.

Completed: Funds transferred to HTB Instant Access Deposit account

134.3 Property Development Committee – Council NOTED the draft minutes of Tuesday 8th September 2020 and RESOLVED to approve the recommendations

In Progress: Update included Agenda Item 11. 16/11/20 Revised tender should be ready week beginning 23rd November

	Council further AGREED that Milton Keynes Council should be petitioned to re-open the Library. Action: TC to draft letter to the MKC Chief Executive (copied to Portfolio Holders for Children and Families and Economy & Culture) in liaison with the 5-7 Church Street Working Group	Completed: MKC CEO would not consider reopening the Library due to Covid-19.
20/133	GRANT APPLICATIONS 2020/21: York House Centre request for £440 towards the Stony Stratford Lantern Project. Council NOTED receipt of the signed declaration and the revised procedures (to comply with Covid-19 restrictions) for this event and following consideration, RESOLVED to award a grant of £440. Power: Localism Act 2011 s1. Action: TC to send award letter and organise payment.	Completed: 11/11/20 YHC provided details of revised budget and request for £300 instead of £440 which was used to deliver a lantern leaflet to every home in Stony Stratford, Galley Hill and Fullers Slade and a contribution towards printing the acetate rainbows for the Lantern Kits. Completed
20/134	TOWN COUNCIL INSURANCE: Council Council NOTED the report and after review of the Insurance, AGREED that the current level of insurance was adequate with no changes necessary. Following receipt of the quotations for a 3-year long term agreement: Council RESOLVED to approve renewal of the 2020/21 Insurance Cover with Zurich for three years until 30th September 2023. At a cost of £2129.69 in Year 1. Total cost of cover for the three years: c£6389 (subject to any additions/deletions/inflation). Action: TC to confirm with insurers and organise cheque/transfer.	
20/135	MEMBERS ITEMS: Motion (SC & RG) to agree to commission illustrative plans and documentation for traffic and parking within the High Street area in line with the Neighbourhood Plan and the AECOM report commissioned by the Council and MKC. Following a lengthy discussion, Council voted and RESOLVED by a majority (8 in favour, 1 against (Cllr Bartlett) to approve the motion. Action: TC to organise (subject to costs) in liaison with Cllrs Gifford and Cherrill.	Completed: Detailed specification for consideration at Full Council 1120
20/136	HIGH STREET: FOOTFALL REPORT FROM MILTON KEYNES COUNCIL: Council NOTED the report and following discussion, RESOLVED to send the Footfall report to Stony Stratford Business Association and facilitate a meeting to discuss High Street. Action: TC to organise.	Completed 17/09/2020: SSBA responded 3/11/2020. TC Meeting with SSBA representatives (w/c 7 December). Their preference would be for an early evening meeting (perhaps 5.30 or 6pm). Suggested: Three reps from SSTC (Cllrs Gifford, Cherrill & TC) to meet with Reps from SSBA
20/137	CONSULTATIONS: Government White Paper on changes to the Planning System: Council AGREED that the TC should investigate if MKC had responded and if they would be sharing their response. Council RESOLVED to delegate a response to a task and finish group with the following members: TC, SSTC Chair, Chair of Planning and Cllr Welch. Action: TC to contact MKC and organise a meeting with the Task and Finish group to discuss the Council's response.	Completed: MKC hadn't agreed their response. Response sent by TC under delegated powers (see Full Council Agenda 1120)
20/138	CONSULTATIONS: Public Space Protection Order: Council RESOLVED to approve the draft response with the following additional areas of concern: ∅ London Road, ∅ Millfield, ∅ Spider Park, ∅ Wolverton Rec, ∅ Weavers Hill, FS, ∅ Spider Park, FS	Completed: 20/20/20: MKC informed extension to old PSPO extended until October 2021. New consultation and adding

additional areas will take place prior to the new deadline.

20/143 HUMAN RESOURCES ITEMS: Council **RESOLVED** to approve the HR Sub-Committee (panel) recommendations. **Actions: 1. TC to circulate office work schedule 2. Produce a cost/benefit analysis for providing Bookings Admin support for Castlethorpe Parish Council.**

Completed: 1. Circulated 2. Conclusion: Provision of Bookings Admin for Castlethorpe would not be viable. TC informed The Castlethorpe PC Clerk.

3. Update on Projects Committee Items

Minute	Item description and previously Committee agreed actions	Status
J136/20	Farmers market manager role and pitch fee/payment: The Committee recommended. 1. Offer free pitch to MM and assistant. 2. Reinstate £50 per month for services. Provide thank you letter to MM	The MM would like to pass on her thanks for the letter, it was gratefully received. She also appreciates the reinstatement of the £50 monthly payment but would like to defer this. The MM suggests reviewing this payment in one-years' time. if the market is still as busy then she would like to reassess.
J118/20	Wolverton Road allotment tree works: The Committee recommended: 1. DTC to obtain a second tree survey quote. 2. TC to approve second survey costs under delegated powers. Tree works costs from both contractors to be presented to October Projects meeting.	ONGOING (Also on Projects Register) Quotes requested for tree works from several contractors, using original contractor survey as a reference. Awaiting quotes.
General Services	Fixing allotment holes in fences: 1. Due to MKC tree falling onto WR fence. 2. Second hole in WR fence. 3. Hole in BC fence.	ONGOING Two contractors reviewed sites on 11.11.20. Awaiting quotes.

4. Correspondence:

1. MKC Safety Barriers Installed at Queen Eleanor St
2. Stony in Bloom Summer 2021 Scheme: TC obtaining quotation from Preston Bissett Nurseries
3. MKC Council Tax Reduction Scheme Consultation: minor amendments only
4. Ellis Whittam acquired by Marlowe PLC
5. MKC Demand Responsive Transport Slides (TC attended meeting)
6. Fullers Slade RSG: Resignation of all officers
7. MKC Planning White Paper Summary and Technical Responses
8. MKC Parish Precepts : Notification of Stony Stratford provisional Tax Base and LCTRS
9. MKC Public Space Protection Order: Extension to October 2021.
10. YMCA Grant Application: TC to organise separate meeting with SSTC and Finance Chairs, to go through the application in detail prior to the Finance Committee meeting on 15th December.
11. Parkinson LLP: VAT Registration additional information requested from TC on completion of form: 'if you have a formal decision from the council, you can submit the forms stating that the option will take effect from 1 January. There is a six month "cooling off" period in which you can revoke the decision, if you have not made any taxable supplies in that period. If you charge rent quarterly and you make a charge in January and charge VAT on it, this would prevent you from revoking the option. If that is the case, you may want to wait a bit longer to be sure of what is going to happen'.
12. Stony Story Quest: Update on how grant was spent
13. MKC Formal Borough Wide Consultation on Waste and Recycling Collection:

A formal borough wide consultation on Waste and Recycling Collection will launch from Monday 2 November 2020 until Sunday 24 January 2021 and will last for 12 weeks. Responses from the consultation will help make the decision on the future of the waste services from 2023. This will be supplemented by data and feedback from the Waste Collection Pilot which started on Monday 26 October.

The impact of Covid19 provided an opportunity to review how we communicate. We need your help to promote the consultation to ensure that everyone has a chance to have their say.

- The consultation will be live on the MK consultation portal from the 2 November; <https://www.milton-keynes.gov.uk/consultations/609>
- This video clip with subtitles explains the consultation: <https://youtu.be/TLabCRPtqoQ>
- There is audio clip available.
- Attached is a poster to display or share to promote the consultation.
- And here is the October media release: <https://www.milton-keynes.gov.uk/pressreleases/2020/oct/have-your-say-on-the-future-of-waste-collections-in-mk>

• What we will be doing;

- Resident and community groups – direct contact by email.
- Provide hard copies of the consultation available with Freepost – offer to parish, resident and community groups. Available on request to individuals.
- Website, media release and regular social media reminders.
- Direct contact with chairs and representative groups.

We are happy to accommodate requests to attend meetings virtually to talk about the consultation.

Please let me know if you have any queries, or are aware of any additional community groups that I could contact directly.

14. MKC Property Services: update on Arts Centre and Small Meeting Place Galley Hill: Cost will be much more than originally thought. BL is awaiting a steer from Directors.

15. Estate Renewal Forum (Fullers Slade): Request for representation: Suggested: FS Ward Councillors plus perhaps a stand-in should either Cllr be unable to attend?

5. **Newsletters (SSTC) subscription**

- a) SLCC: The Clerk Magazine
- b) Clerks and Councillors Direct
- c) Public Sector Executive
- d) Rialtas Newsletter
- e) MKBUG
- f) MKC Councillors news (weekly)
- g) MKC Outbreak Prevention (weekly)

Committee is asked to **NOTE** the update report and agree any actions.
Lynne Compton, PSLCC Cert HE, Clerk and RFO to the Council

17th November 2020