

MINUTES of an Ordinary Meeting of



Held on Tuesday 16th November 2021, 7.00 pm, at **St Mary and St Giles Parish Hall**, 6 Church St, Stony Stratford, Milton Keynes
MK11 1FD

Present: Cllrs Roy Adams, Paul Bartlett (arrived 19:45), Simon Cherrill, Alex Kidd, Hannah O'Neill, Paul Randall, Keith Tilley (Chair), Tom Welch (arrived 19:42), Charlie Wilson-Marklew (arrived 19:45) (9 members) and Lynne Compton, Clerk to the Council (TC)

Absent: Cllr Bianca Bendig-Ceesay (see also Min 21/146 Apologies for Absence)

In attendance: three members of the public

21/143 QUESTIONS AND CONTRIBUTIONS FROM THE PUBLIC:

There were three members of the public present and representation was received on the following:

- 143.1 Grant Application for Mr Simpson's Little Consort
- 143.2 Galley Hill Small Meeting Place: Concerns that the refurbishment had still not taken place. It was explained to the representative that MKC council were not complying with the terms of the agreement and the proposed upgrading would not make the building fit for purpose i.e. be a usable space for the community.
- 143.3 Increasing menace of recklessly driven e-scooters. Following discussion, Council **AGREED** that a letter asking for the existing restrictions to be enforced should be sent to both MKC and Thames Valley Police (TVP). The representative was also asked to provide intelligence on the pattern of behaviour so that Police presence could be requested.

21/144 DECLARATIONS OF INTEREST IN RESPECT OF RELEVANT ITEMS OF BUSINESS ON THE AGENDA:

Council **NOTED** the following;

Min 21/151 (Agenda Item 8 – Grants – Crafting for Change); Cllr H O'Neill - declared a non-pecuniary interest as an employee of York House Centre

Min 21/168 (Agenda Item 12.4) Cllr R Adams due to being a NatWest (one of the options) shareholder

21/145 REQUESTS FOR DISPENSATION

in accordance with the Localism Act 2011 S33.

21/146 APOLOGIES FOR ABSENCE

Council **RESOLVED** to approve apologies received from Cllr Bianca Bendig-Ceesay. Council **NOTED** that Cllr Welch had apologised that he would be late.

21/147 MINUTES OF THE MEETING HELD ON TUESDAY 21st SEPTEMBER 2021

Council **RESOLVED** to approve the minutes as an accurate record of the meeting and they were subsequently signed by the Chair.

19:42 Cllr Welch arrived

21/148 CHANGE THE ORDER OF BUSINESS (to facilitate public participation):

In line with Standing Order 11 vii Council **RESOLVED** (KT/RA) to change the order of business on the agenda and bring forward for discussion Agenda Item 8 (Min 21/149)

19:45 Cllrs Bartlett and Wilson-Marklew arrived



21/149 GRANT APPLICATION: Mr Simpson's Little Consort (£350) to pay the artists to enable a family performance on the Tudors be given free of charge to families.
Council **NOTED** the grant applications analysis. Following discussion and a vote, Council **RESOLVED** (RA/PB) to award a grant of £350. **Power: Localism Act 2011 s1. Action: TC to inform applicants**

21/150 CLERK'S REPORT (tabled)

Council **NOTED** the report and made the following decisions:

21/151 Delegated decision: Crafting for change: 10 Week taster course prof fees, materials and room hire £480 (from Grant Budget) Note: previous service paid for by SSTC when held in Library. Council **RESOLVED** to approve. Power: Localism Act 2011 s1

21/152 Delegated decision: Emergency Tree works due to Storm damage at Boundary Crescent Allotments - £850 (ex-VAT – Total £1020) Council **RESOLVED** to approve

21/153 Delegated decision: Making Tax Digital: RBS Rialtas Software and Maint Annual Support fees - £59 plus VAT. Council **RESOLVED** to approve

21/154 Delegated decision – Urgent Item (in liaison with the Chair and Vice-Chair - SO 28a) - 5-7 Church Street Project - Additional Structural Engineers Fees:

Council **NOTED** that without a decision being made immediately, work would have been halted. Council **RESOLVED** to authorise additional fees from the 5-7 Church Street Contingency Fund retrospectively as follows:

1.	Preparation of structural calculations and drawings for steel frame to support existing concrete beams where existing staircase is to be removed to suit revised layout / scheme. - £1,450 plus VAT	£1,450
2.	Should additional site visits / design team meetings be required, please allow a fee of £225.00 + VAT per site visit and design team meeting.	£225 (if necessary)
3.	If additional works are required outside the above, we suggest that you allow a fee of £95.00 + VAT per hour for Senior Engineering Staff and £60.00 + VAT per hour for Junior Engineers/AutoCAD Technicians'.	Up to £95 per hour (if additional works necessary)

21/155 5-7 Church Street Project – New First Floor Meeting Room Kitchenette – FoSSL offer to fund the Kitchenette

Following a detailed discussion, Council **NOTED** the report and **RESOLVED** that

1. a Kitchenette should be installed on the First Floor new Meeting Room (location still to be agreed) and gratefully accept FoSSL's offer to fund this as per the Bespoke quotation of £3,752.27. *Note: If possible, deferring until the screens and ceiling are completed.*
2. should the location be moved (to above the current kitchen, utilising the other existing pipework), any additional costs incurred (over and above the contract quotation), to be borne by the Council. *NOTE: The reason behind a possible relocation of the Kitchenette is because Council is concerned that it will compromise the integrity of the glass entrance (located in the brick archways, with inset blinds) which is a main feature of the design. Final location and design to be agreed by Architect in liaison with 5-7 Church Street Working Group and FoSSL.*

Action: TC to inform FoSSL, Contract Administrator (CA) and 5-7 Church St Working Group

21/156 MKC Economic Recovery Fund

Council **NOTED** the report and following discussion, **RESOLVED** the following:

1. that the funds should be reallocated as follows:
£2,500 New Bowser - £1500 to the High Street Design Scoping project, £1,000 towards the 5-7 Church Street launch and community events
£100 for Friends of HFG leaf blower (MKC informed could not be paid for out of this fund) put towards the High Street Design Scoping Project



2. Delegate the TC to purchase a cordless/corded (not petrol) leaf blower, in liaison with Friends of HFG utilising the Floral features budget/or Welcome Back Fund (for Beautification works – see also Min 21/157)

21/157 MKC Welcome Back Fund (for Beautification works)

Council **NOTED** the report and that the work to clean the street furniture was due to start imminently. Following discussion, Council **RESOLVED** that the TC should investigate utilising the remainder of the funds for the following items:

- Planted Beds and Specimen trees – see attached sheet
- Mill Lane and York Road clearance of weeds
- Purchase of a leaf blower for HFG

Action: TC to seek authorisation from MKC

21/158 Correspondences for urgent consideration: On Street Residential Charging Scheme (ORCS)- Ward and Parish Briefing Note – Response requested by 24th November.

Council **AGREED** to delegate the response to Planning Committee to respond at its next meeting on Tuesday 23rd November). Members were requested to submit any further comments responses as soon as possible to the TC who would draft a response for consideration at the meeting. **Action: TC to draft a response for the November Planning Committee meeting**

21/159 Correspondences for urgent consideration: Proposal to consider the transfer of Playzone Day Nursery and Rowans Day Nursery to an external early-years provider.

Cllrs O'Neill, Welch and Wilson-Marklew provided further background information on this item. Following discussion, Council **RESOLVED** to

1. write to MKC expressing its disappointment that there had been no formal consultation and requesting a full consultation with the residents who were likely to be adversely impacted by this decision. *Note: decision due to be made by Delegated Decision on 30/11/2021*. **Action: TC to submit response in liaison with Cllrs O'Neill and Welch**
2. Publicise details of the impending decision and meeting date as widely as possible. **Action: TC to organise**

21/160 FINANCE COMMITTEE (7.1)

Council **NOTED** the minutes of 20th October 2021 and **RESOLVED** to approve the following recommendations:

F078/21 Stony in Bloom (SiB): TC to send a formal thank you letter to Stony in Bloom for all their hard work on the fantastic displays, response to Covid (with the Veg project) and, under challenging circumstances on the Floral Features 2021 which had led to Excellent and Outstanding in Britain in Bloom award categories.

F079/21 Britain in Bloom Plaque (Welsh Slate): to **RECOMMEND** to Council that this should be installed (when the refurbishment has been completed) on the wall of 5-7 Church Street (adjacent to the plaques already in situ), subject to approval of MKC. **Action: TC to check with MKC.**

Action: TC to 1. write to SiB and 2. Discuss plaque with MKC

21/161 PLANNING COMMITTEE (7.2)

Council **NOTED** the note minutes of 28th September and 26th October.

21/162 PROJECTS COMMITTEE (7.3)

Council **NOTED** the minutes of 5th October and 2nd November

21/163 2022/23 BUDGET AND PRECEPT DEMAND

Council **NOTED** the report from the Budget Working Group meeting (to be held on 11th November 2021) and **AGREED** to defer discussion details of the 2022/23 Budget and Precept demand to the Council priorities meeting (all Members welcome) due to be held on Weds 8th December 2021.

Action: TC to finalise budget options documents and revised budget asap then circulate prior to the meeting.

21/164 MEMBERS ITEM (10.1): Motion to declare a Climate Emergency (HO'N&TW)



Following a lengthy discussion, an amendment to the Members Item was proposed, seconded, voted on and failed. The original Motion was then debated, voted on and Council **RESOLVED** in principal to

1. Declare a Climate Emergency
2. Work with Milton Keynes Council, other partners and local organisations to help make Stony Stratford carbon neutral by 2030
3. Work with our providers to ensure our services are delivered in a way that helps to tackle the crisis.
4. Work with NALC and other representative bodies to ensure we share best practice across the sector
5. To set up a Working Group (name to be determined) to implement the decision

Action: TC to 1. Inform MKC 2. Publicise decision in the Newsletter and on social media 3. Invite parishioners to be part of the working group

21/165 MKC HIGH STREET FOOTFALL FUND (to support increased footfall to High Streets over the Christmas Period)

Council **NOTED** the report from the High Street Footfall Fund Working Group and **AGREED** the suggested projects (not exhaustive) for inclusion in the funding application (due in by 1st December 2021), subject to further investigation on the practicalities. Council further **RESOLVED**, due to the tight deadline that the final decision be delegated to the Working Group in liaison with the TC.

	Suggestion
1.	Elf Hunt via the Love Exploring app: voucher for a free drink at a local café awarded on completion
2.	Social media campaign linked to Christmas Markets "Come and visit our markets this Christmas".
3.	Gift Voucher linked to social media campaign. "First 100 who share this post get £30 (amount to be agreed) to spend in local shops."
4.	Professional video for sharing on social media – subject to detailed brief being written and time to undertake tender process
5.	Schools voucher offer: Offering each family, via local schools, money to spend locally.
6.	Facebook and paid for Advertising
7.	Mulled Wine and Mince pies for the Christmas Farmers Market

21/166 FINANCE report and Accounts for payment

Council **NOTED** the report and **RESOLVED** to authorise payments as listed

Payee Name	Ref	£ Total Amnt	£ VAT	A/C	Centre	£Amount	Transaction Details
Brittons Nursery Ltd	FP011121	289.50	48.25	4415	103	£241.25	Winter plants FF21 Brittons
Stony Stratford Lions	FP021121	280.00		4450	102	£280.00	Grant PA&band Lions
Odell and Co	FP031121	31.25	5.21	4055	104	£26.04	Batteries, Drill bit & funnel
Anglian Water Bus Ltd (Nat)	FP041121	76.36		4422	110	£76.36	BCA Water Aug-Nov
Aquam Water Services	FP051121	69.16	11.53	4415	103	£44.23	Standpipe Hire & collection



				4415	103	£13.40	FF21 Water Final
Konica Minolta Business Soluti	FP141121	68.98	11.50	4015	104	£57.48	New copier contract 09-1221
Mercer, J	FP061121	21.00		4420	110	£21.00	Refund WR88 rent paid twice
Acorn (MK) Nurseries	FP071121	572.28	95.38	4415	103	£476.90	FF21 Winter plants Acorn
Anglian Water Bus Ltd (Nat)	FP081121	54.92		4350	112	£54.92	Water 5-7 ChSt Aug-Nov
Staff Salaries 1121	FP091121	4718.13		4000	104	£4,718.13	Staff Salaries 1121
HM Customs and Revenue	FP101121	1457.54		4000	104	£984.09	PAYE EE 1121
				4001	104	£473.45	PAYE ERS 1121
Bucks County Council LGPS	FP121121	1777.14		4000	104	£361.05	PENS CONTS EE 1121
				4001	104	£1,416.09	PENS CONTS ERS 1121
DNH Contracts	FP131121	625.92	104.32	4250	101	£462.00	Dog Bin Empt 1021
				4251	101	£59.60	Litter Empt 1021
Millstream Est Services Ltd	FP151121	5350.00	891.67	4253	103	£4,458.33	Landscape Cont 1021
Wolverton Community Energy Ltd	FP161121	29.33	4.89	4350	112	£24.44	Solar Power 1021
Bespoke Construction Serv Ltd	FP171121	8175.23	1362.54	4350	112	£6,812.69	5-7 ChSt Val2 1121
				344		-£6,812.69	5-7 ChSt Val2 1121
				6000	112	£6,812.69	5-7 ChSt Val2 1121
Healthmatic Ltd	FP181121	1840.00	306.67	4200	101	£1,533.33	Toilets Silver St 1021
RTM Landscapes	FP191121	1020.00	170.00	4422	110	£850.00	Emergency Tree works BCA
Total Payments:		26456.74	3011.96			£23,444.78	



21/167 FINANCE: Council **RESOLVED** to approve the List of payments made between in between meetings:

Date	Payee Name	Reference	£ Total Amnt	£ VAT	A/C	Centre	£Amount	Transaction Details
11/10/2021	BT Payment Services Ltd	DD011021	£111.06	£18.51	4020	104	£92.55	Office phone&BB
22/10/2021	Bright HR	DD021021	£54.00	£9.00	4006	104	£45.00	HR Services 1021
22/10/2021	Cloudy IT	FP181021	£144.00	£24.00	4067	104	£120.00	Replace SSD & labour
25/10/2021	Zurich Municipal	FP191021	£1,719.31		4030	104	£1,719.31	Insurance 21_22
Total Payments:			£2,028.37	£51.51			£1,976.86	

21/168 Lloyds branch closure and alternative options to pay for items and obtain petty cash:

Following discussion and assessment of the risks, Council **RESOLVED**

1. to apply for a Lloyds Debit Card for use by the Town Clerk. **Action: TC to organise application**
2. Adopt the Debit Card policy (based on Newport Pagnell TC) with a £500 limit for purchases. **Action: TC to circulate adapted Debit Card Policy with date of adoption**
3. Accept the risks and mitigation thereof viz; 1. A trusted employee using the card 2. Implementation of the Debit Card Policy 3. Finance Chair to do a weekly check on the Bank account balances. 4. Debit Card when not in use to be locked away. **Action: TC to add to risk register**

21/169 Council RESOLVED to exclude press and public in accordance with Public Bodies (Admissions to Meetings) Act 1960 sect 1.2 to discuss matters of commercial and personal confidentiality (Papers for Members only), Min 21/170 (AGENDA ITEM 13):

21/170 HUMAN RESOURCES: Recruitment

Council **NOTED** the report and that whilst there had been interest in the EFPSO vacancy, none had translated into interviewees. Council **RESOLVED** to delegate to the TC:

1. Simplifying both the job title e.g. to Council Support Officer and job description
2. Utilise the publicity budget to pay for advertising both the DTC and CSO roles

Meeting Closed: 21:46

Chair Signature Dated:

Date of next meeting: Tuesday 18th January 2022, 7.00 pm,
Small Meeting Place, Barford, Galley Hill, Stony Stratford MK11 1PE

