

OWPC MEETING LOG (CLERK REPORTING)

Date	Minute	Decisions	Action	Details	Status
10/10/22	FC22/23-06	Code of Conduct. Council RESOLVED to adopt, Clerk to review and make any minor amendments that related to PC		28/11/22 Clerk printed copy to read through.	Open
10/10/22	FC22/23-08 (4.1)	Metro Bank. Council RESOLVED to add the Clerk (Vicky Mote) and Clerk to check and see if mandate is up to date.		14/11/22 Met with Maiwenn Beaucourt (MB) at Metro bank to go through signatories. 15/11/22 Clerk sent through signed copy of new mandate post FC meeting. 16/11/22 Received message from MB to confirm accoun now up to date. Online banking not working, she has logged a ticket with her IT department. 16/11/22 MB also confirmed acc(s) 16708674 and 17896946 were closed. 17/11/22 MB confirmed that all IT issues resolved and online banking works. 21/11/22 Clerk thanked for prompt responses and confirmed will try online banking. 25/11/22 Clerk registered for Internet banking, now up and running. 27/11/22 Metro confirmed that dual signatory online payment not possible. 09/01/23 Clerk added agenda item to change banks.	Open
10/10/22	FC22/23-08 (4.2)	Credit Card. Council to agree Clerk investigation into a Parish Council credit card facility with an agreed limit. Council RESOLVED that Clerk investigate and bring back a proposal to next meeting.		Waiting change of bank.	Open
14/11/22	FC22/23-23.1	IT Migration. Move from Google Drive to Office 365. Council RESOLVED that the Clerk arrange a demonstration with Cloudy IT prior to a final decision.		21/11/22 Clerk sent email to ALL Cllrs asking who would like to attend demo. 30/11/22 confirmed date with Cloudy IT 08/12/22 @ 10h00. (Clerk, Cllr's CH, PN, RK, RG). 20/12/22 Second demo (Clerk, Cllr's MM, GL), unfortunately not successful with both councillor connections. Cloudy send through a video used at conferences for all councillors to view and come back with questions. 04/01/23 Clerk ask PN to contact Cloudy direct with any further IT questions he might have. 16/02/23 Advised PN/CH of Microsoft increase at 9% in new financial year. Cloudy confirmed in order to hold price on amended quote, must pay for licenses before end of financial year. 2/02/23 Advised PN/CH that Cloudy will only be able to carry out migration end April/early May. To advise Clerk if go ahead with purchasing licenses or not.	Open
14/11/22	FC22/23-23.2	IT Allotments. Council RESOLVED that the Clerk arrange a demo with EDGE IT Systems, to include the Patch Allotment Association (PAA) committee members.		21/11/22 Clerk sent email to ALL Cllrs asking who would like to attend demo. Clerk to set up a demo in the New Year.	Open

14/11/22	FC22/23-25.1	Environmental Log: Cllr CH confirmed that she will review the current log with the Clerk and make it more user friendly. All Councillors are to still forward any logs to the Clerk to collate and monitor.		17/11/22 Met with CH for catch-up, she will look through exiting E-Log and confirm what is still live. In meantime, Clerk to set up new log. 16/02/23 Updated new log. 09/03/23 Updated new log.	Open
14/11/2022 09/01/2023	FC22/23-25.2 FC22/23-41.2	Devolved Landscaping. 14/11/22 Clerk to contact smaller PC's to find out what option they have taken on devolved landscaping. 09/01/23 Clerk to re-arrange for him to attend the next full council meeting on 13 March 2023.		21/11/22 Clerk sent an email to (Castlethorp, Hanslope, Lavendon, Ravenstone, Sherington, Western Underwood. 22/11/22 Teams meeting arranged by Nick Hannon and Kay Pettit (Clerk/VFG/CH) 23/11/22 Clerk circulated view on devolved landscaping as requested by VFG/CH. 24/11/22 Zoom meeting scheduled for further discussion. 25/11/22 Clerk sent email to Nick Hannon re availability before Xmas. 04/01/23 Kay called to say that due to unforeseen circumstances, Nick would not be able to attend the FC meeting on 09/01/23. 09/01/23 Council to agree if they wish to set another date. 28/02/23 Date agree for VM/CH/VFG to meet with NH/KP at Civic offices to discuss way forward-Landscaping. 28/02/23 Spoke with KP, sent 3 additional dates in June for Council to consider. (Council agreed to have NH at the annual residents meeting). 06/03/23 Confirmed 20/06/23 with KP for NH to attend.	Open
14/11/22	FC22/23-25.3	Bin Stickers. Council agreed that this would be a good idea and RESOLVED to go ahead with the printing of stickers for all bins owned and managed. Clerk to consult with Council on final wording prior to order.		28/11/22 Clerk sent council an example of proposed bin sticker. 24/02/23 Bin stickers ordered. Took ages finding a company that would print a small quantity of stickers. Consecutive numbers ordered separately. 28/02/23 Number stickers arrived. 28/02/23 Agreed proof with StickerShop. 02/03/23 Stickers arrived, waiting for better weather to install.	Open
14/11/22	FC22/23-28.1	King Charles III Coronation Saturday 06 May 2023. Council RESOLVED that they would go ahead with an event and will consult with the volunteering group to discuss ideas and details. Clerk to look at the formalities of taking on volunteers and ensure that all the necessary paperwork is completed.		09/01/23 On FC agenda to agree a working group. 09/01/23 Clerk added agenda item on Volunteer Policy. Working group is Cllr's CH/RG/VFG. 08/03/23 Zoom meeting with CH/RG re questions on managing budget and MK Community Foundation Funding and update.	Open
14/11/22	FC22/23-28.3	Holiday Craft Packs. Council to consider. Council RESOLVED that they would like to find out from residents if this were something they would like the Council to provide and look at Easter next year.			Open
09/01/23	FC22/23-37.4	Banking. As METRO Bank do not offer dual online signatory process, they would move their Community Account to Lloyds Bank.		13/02/23 Lloyds Bank, phone call to set up account. 20/02/23 received Lloyds Bank pack for completion of new mandate and Online banking. 02/03/23 PN/RK signed Lloyds online form. 13/03/23 CH + RB to sign Lloyds online form.	Open
09/01/23	FC22/23-38.2	Volunteer Policy. Council RESOLVED to adopt the rewrite of the Volunteer Policy presented by the Clerk.		VM/CH/VFG to get together to review (TBC)	Open

09/01/23	FC22/23-41.3	Erlas (pathways that are not main thoroughfares, need clearing). Council AGREED that this is a further topic to be picked up with Nick Hannon. Councilor's to continue to send the Clerk a list of all identified pathways that are not being maintained.		28/03/23 Meeting at MKCC with NH/KP. VM to collate all data before meeting.	Open
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