



**MINUTES of the Parish Council Meeting held on Monday 15 May 2023
at 19h30, St Mary's, Woughton on the Green, MK11 9GR**

Members Present: Cllr. Charlotte Hall (CH) - (Chair), Cllr. Vanessa Freeman Gwynn (VFG) - (Vice Chair), Cllr. Geoff Long (GL); Cllr. Mary Major (MM)-arrived at 19h46, Cllr. Roy Kenyon (RK); Cllr. Phil Nash (PN); Cllr Ray Brown (RB)

Officer Present: Vicky Mote (Clerk/RFO)

Ward Councillor(s): Cllr. Charlotte Hall (dual hat)

In attendance: Two members of the public present

Meeting started at 20h00 following AGM.

MINUTES	
FC23/24-16	<p>Public question time, including Parish and Ward Councillor updates: In accordance with Standing Order 3.4 & 3.5 members of the public may ask questions on any matters dealt with by Full Council included on this agenda. (Please note that this item will generally be restricted to a maximum of 15 minutes, subject to Chair's discretion).</p> <p>Questions/Issues raised by member(s) of the public:</p> <ol style="list-style-type: none">1. The state of the road and verges leading to the village green are poor.2. Lack of lights is becoming a growing issue with multi users (cars, bikes, scooters etc). Cllr CH confirmed that Milton Keynes City Council (MKCC) Officers who make the decision on lighting are aware. Cllr CH confirmed that the parish council is looking into introducing Speedwatch.
FC23/24-17	<p>Minutes. Council RESOLVED that the draft minutes of the full council meeting held on 13/03/23, be accepted as a true copy. Duly signed by Cllr CH (Chair).</p>
FC23/24-18	<p>Finance (RFO)</p> <ol style="list-style-type: none">1. <u>Payments</u>, Council NOTED the latest payment schedule (previously circulated) 01/04/23 to 30/04/23.2. <u>Year End Actual vs Budget 2022/23 report</u> (previously circulated). Council NOTED the year-end report ending 31/03/23.3. <u>Payroll</u>, Proposal to outsource payroll. Clerk proposed this item be carried forward to the next meeting on 10 July 23 due to outstanding quotes, AGREED.
FC23/24-19	<p>Annual Accounts and Return for the year ended 31 March 2023. (All reports circulated prior to the meeting for review).</p> <ol style="list-style-type: none">1. Annual Internal Audit Report 2022/23; Council to review and adopt the Internal Audit report from Auditing Solution Ltd relating to financial year ending 31 March 2023. Clerk confirmed that there were no observations reported, Council RESOLVED to adopt the report.2. Council NOTED the Asset Register as at 31/03/23.

	<p>3. Annual Accounts for 2022/23; Council RESOLVED to adopt the annual accounts ending 31/03/23.</p> <p>4. Annual Governance and Accountability Return (AGAR) 2022/23 Part 2. Council reviewed and RESOLVED to approve the following:</p> <ol style="list-style-type: none"> Section 1: Annual Governance Statement 2022/23. Section 2: Accounting Statements 2022/23. <p>5. Council APPROVED the Certificate of Exemption – AGAR 2022/23 Form 2.</p>
FC23/24-20	IT System Updates , there were no updates, Clerk due to start Office365 process.
FC23/24-21	Allotments (Cllr Kenyon) Patch Allotment Report (PAA) Report (previously circulated) NOTED. PAA has changed their allotment telephone number, to be circulated by Cllr RK.
FC23/24-22	<p>Environment Updates and decisions.</p> <p>1. <u>Environment & Canal Matters.</u> It was noted that seven new volunteers had signed up at the King's Coronation Big Help Out event. Cllr VFG raised the issue with fishing competition on the canal and parking. Cllr GL to find out from The Canal Trust; the detail of the conditions relating to such events.</p> <p>Cllr MM raised the issue regarding Passmore 'mini lake', it is Anglian Waters' responsibility. Cllr CH confirmed she has contacts with Anglian Water and will address this issue with them. Cllr's MM and CH to liaise and meet on this matter.</p> <p>2. <u>Devolved landscaping/ERLASS</u> update. Cllr VFG confirmed that ERLASS works are currently being looked at with Head of Environment and Waste. They have been identified and we will work with MKCC to get them resolved.</p> <p>Devolved Landscaping updates will be presented at the Annual Residents meeting in Tuesday 20 June 23.</p> <p>3. <u>Speedwatch.</u> Cllr RK confirmed that there were two volunteers who had signed up at King's Coronation Big Help Out event. Cllr RK is currently working on training and sign-ons with Thames Valley Police (TVP). Cllr RK needs to provide map locations, all councillors to feed back to Cllr RK of any areas of concern.</p>
FC23/24-23	<p>Planning Applications: To note, consider and comment on new and amended planning applications.</p> <p><u>23/00400/LBC: Proposal:</u> The erection of a covered external structure and external covered bar, and the installation of a replacement lantern. At: Ye Olde Swan Newport Road Woughton on The Green Milton Keynes MK6 3BS. Deadline for response 27/04/23. Council NOTED response sent on 03/05/23.</p> <p><u>23/00757/TPO: Proposal:</u> The target pruning of overextended limbs by 0.5 metres to Apple (T1, 8 metres) tree located in the front garden, the removal to ground level of the Apple (T2, 10 metres) tree located in the rear garden, and the reduction of the large lowest limb by 2.5 metres of large Ash (T3, 20 metres) tree, protected by Milton Keynes Council Tree Preservation Order no. PS/540/15/19. At: 1 The Green Woughton on The Green Milton Keynes MK6 3BE. Deadline for response is 16/05/23.</p> <p>Council NOTED that the original application had been withdrawn and that they had no comment to make on this new application.</p>

FC23/24-24	<p>Licensing Applications: Council RESOLVED that they had no comment to make on the applications listed below.</p> <p>Boroughwide Street Trading Consent – New <u>Charlie Browns on 12/04/2023</u> for 1 ice cream van to trade Boroughwide for the following times: Monday to Sunday 16:00 to 19:00, deadline for response 09/05/23.</p> <p>Boroughwide Street Trading Consent – Renewal <u>MK Ices (Reg EK09 XXE)</u> on 21/04/2023 for one ice cream van to trade Boroughwide for the following times: Monday to Sunday 14:00 to 21:00, deadline for response 19/5/23.</p> <p>Boroughwide Street Trading Consent – Renewal <u>Mister Softee (Reg J192 NVV)</u> on 21/04/2023 for one ice cream van to trade Boroughwide for the following times: Monday to Sunday 16:00 to 20:00, deadlines for response 19/05/23.</p> <p>Boroughwide Street Trading Consent – Renewal <u>MK Ices (Reg SV64 WSJ)</u> on 24/04/2023 for one ice cream van to trade Boroughwide for the following times: Monday to Sunday 14:00 to 21:00, deadlines for response 22/05/23.</p> <p>Boroughwide Street Trading Consent – Renewal <u>MK Ices (Reg DG10 HCV)</u> on 24/04/2023 for one ice cream van to trade Boroughwide for the following times: Monday to Sunday 14:00 to 21:00, deadline for response is 22/05/23.</p>
FC23/24-25	<p>Consultations: To consider and comment. Statement of Licensing Policy (Licensing Act 2003), proposed revision relating to the MKCC Licensing Policy for 2023 to 2028, deadline for response 17/05/23.</p> <p>Council RESOLVED that they did not wish to comment on this application.</p>
FC23/24-26	<p>Community Engagement: Council to discuss and consider the following:</p> <ol style="list-style-type: none"> <u>King Charles III Coronation</u>, feedback on event held 08/05/23. Cllr CH thanked Cllr RG, his family and everyone who was involved, including St Mary’s Church for the organisation of bell ringing; there were some volunteers who signed up. There was a proposal that a big thank you is included in the next edition of newsletter, thanks also went out to the Hotel. Circa £160 on donations was raised, proceeds going to St Mary’s Church. <u>MK Citizens Advice (MKCAB) Outreach Service</u>. Cllr CH proposed that, due to the success of the two session previously run, OWPC continue with the sessions. Cllr CH to look into the details with MK CAB and availability. Cllr CH confirmed that she had given a donation of £150 under her ‘ward councillor’ hat, for the purpose of additional sessions.
FC23/24-27	<p>Communications</p> <ol style="list-style-type: none"> <u>Reports:</u> Members to give an update on any meetings attended. Cllr CH confirmed that she is working with Head of Highways and the ‘noise group’, which is led by residents. Two sets of data had been collected off Standing Way however, the cables across the road had been ripped apart from the speed of lorries on both occasions. Cllr CH continues to push to get data, having also suggested that cameras are used as an alternative measure. There have been lots of incidents since the new roundabout was put in on Grove Way (H9); the data on traffic volumes and review of incident data has been requested by us and also by Simpson and Ashand Parish Council.

	<p>2. <u>Written Correspondence</u>: No correspondence received/sent to note.</p> <p>3. <u>Newsletter/Calendars</u>: (Cllr's Freeman-Gwynn, Hall and Nash). Councillor to send through pictures or articles to the communications group.</p>
FC23/24-28	<p>Meetings Council NOTED the next full council meeting on Monday 10 July 23 at 19h30 and the Annual Residents meeting on Tuesday 20 June 23, draft flyer in progress.</p> <p>Meeting closed at 20h39</p>
FC23/24-29	<p>Confidential Item. Council RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the business, the Public and Press will be excluded from the following agenda item for the reason of it relating to Councils discussion and agreement on the Clerks end of 6-month probationary review.</p> <p>Review carried out by Cllr CH (Chair) and report circulated to Council prior to meeting. Council RESOLVED that Clerk has met probationary review and the award of the next salary point SCP 25 to be granted and backdated to 01/04/23. Cllr CH put forward her thanks, all AGREED.</p>

Meeting closed 20h42