

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	Clerk	28/11/22 Clerk printed copy to read through.	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.	Clerk	Waiting for change of bank. 11/09/23 Clerk will bring back a proposal to next meeting 08/01/24.	Open
14/11/22 13/03/23	FC22/23-23.1 FC22/23-55	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. Council AGREED to go ahead with the migration in the new financial year starting April 23.	 Clerk CH PN	 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. 30/03/23 Clerk notified Cloudy of migration in new financial year. 03/07/23 Confirmed go-ahead with revised quote QH-02315-1, migration imminent. 20/07/23 Clerk had a virtual meeting with Cloudy IT to run through the detail of the migration process. 03/08/23 Clerk/CH/PN met to go through the questions raised by PN. 10/08/23 set up another meeting with Cloudy IT so PN could ask further questions. 30/08/23 Clerk sent a couple of questions to Cloudy re contract before signing. 30/08/23 Clerk asked PN if good to go with migration now. 31/08/23 PC asked for clarity on some outstanding questions. 04/09/23 Clerk contacted Cloudy IT to find out if there would be an additional financial implication if migration postponed further; they confirmed "No". 13/11/23 Migration will take place on 22/11/23.	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.	Clerk PN	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. 13/11/23 Council to consider when this should happen.	Open
09/01/23	FC22/23-38.2	Volunteer Policy. Council RESOLVED to adopt the rewrite of the Volunteer Policy presented by the Clerk.	Clerk CH VFG	Clerk/CH/VFG to get together to review (TBC)	Open
09/01/23	FC22/23-41.3	Erlass (pathways that are not main thoroughfares, need clearing). Council AGREED that this is a further topic to be picked up with Nick Hannon. Councillor's to continue to send the Clerk a list of all identified pathways that are not being maintained.	VFG	28/03/23 Meeting at MKCC with NH/KP. Clerk to collate all data before meeting. 10/07/23 ERLASS etc. MKCC'S Landscape Client Officer walkabout being arranged by Cllr VFG. 13/11/23 Council to consider if this item is now closed.	Open

13/03/23	FC22/23-54	<p>Civility and Respect. Council RESOLVED to sign up to the pledge. Clerk create a Dignity at Work Policy and bring back to the next full council meeting 15/05/23.</p> <p>Council RESOLVED to review the drafted letter by NALC, who recommends Councils send to their MP's in support of lobbying government for change.</p>		<p>30/03/23 Clerk logged the pledge with NALC, certificate received.</p> <p>04/10/23 BMKALC notified the sector that the Early Day Motion had expired and encouraging Council to write to their MP's again in support of this.</p> <p>To be added to the next meeting in Jan 24.</p>	Open
13/03/23	FC22/23-56	<p>Allotments. Council RESOLVED to review the devolved management agreement and allotment documentation.</p>	Clerk	<p>10/07/23 Clerk to add to the Sept agenda for review.</p> <p>11/09/23 added to agenda under item FC23/24-45 Office 365 Migration.</p> <p>13/11/23 will add to agenda for agreement on updates and next actions.</p>	Open
15/05/23	FC23/24-22.3	<p>Speedwatch. 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>	RK	<p>10/07/23 Cllr RK gave an update – the online training module is an issue.</p> <p>11/09/23 Cllr RK to give an update under agenda item FC23/24-47.2.</p> <p>13/11/23 Cllr RK to give an update under agenda item FC23/24-64.2,</p>	Open
15/05/2023 11/09/2023	FC23/24-08 FC23/24-51	<p>Working Groups and Terms of Reference. Council RESOLVED:</p> <p>1. There should be a minimum of three-members in each working group as follows; Finance, Communication and Planning.</p> <p>2. To carry forward the Terms of Reference for agreement in the next meeting on 10July 23.</p>	Clerk	<p>08: 03/07/23 In liaison with Chair and Vice, carried forward to Sep 23 meeting for when Clerk is back.</p> <p>11/09/23 added under agenda item FC23/24-62.2</p> <p>Council RESOLVED to adopt the draft ToR for Working Groups, presented by the Clerk and that the individual working groups would put forward further recommended details for each group for consideration in the next meeting on 13/11/23.</p> <p>51: 13/11/23 agenda item 62</p>	Open
15/05/23	FC23/24-15	<p>Document Retention Policy, Policy adopted,</p>	Clerk	<p>Clerk to review all historic information and implement a project plan, update at Sept meeting.</p> <p>13/11/23 Ongoing</p>	Open
10/07/2023 11/09/2023	FC23/24-35 FC23/2 4-47	<p>Canal & River Trust</p> <p>35: To be asked about hedge-trimming programme (GL) and then litter pick to be arranged by OWPC (RW).</p> <p>47 (a):Council RESOLVED that the Clerk to find out, through the Milton Keynes City Council (MKCC) GIS mapping system, who owns the land along the towpath and therefore responsible for the upkeep.</p> <p>47 (b): Cllr VFG stated that The Canal Trust charity is set to lose almost half of its funding after 2027 – amounting to more than £300 million in real terms. Cllr VFG recommended that the Clerk write to The Canal Trust and ask to be put on their list of consultees for any planned changes, Council AGREED.</p>	GL RW	<p>35: 11/09/23 Cllr's GL & RW to give an update under FC23/24-47.1</p> <p>47 (a): 21/09/23 Clerk sent email to Barry Goodman (The Parks Trust), having looked at the MKCC GIS System. Response received from Barry Goodman.</p> <p>25/09/23 response sent to Cllrs GL+RW.</p> <p>17/10/23 email circulated to Councillors.</p> <p>29/10/23 Cllr VFG asked for progress on the agenda item.</p> <p>08/11/23 Clerk re sent original email sent out on 17/10/23.</p> <p>47 (b): 13/11/23 still to be actioned.</p>	Open
10/07/23	FC23/24-35	<p>MKCC Rights of Way</p> <p>To chase MKCC Rights of Way Officer about long-outstanding playing fields route.</p>	VFG	<p>11/09/23 Cllrs VFG to give an update under agenda item FC23/24-54 Reports.</p> <p>13/11/23 Council to discuss and agree way forward.</p>	Open
10/07/2023 11/09/2023	FC23/24-38 FC23/24-53.1	<p>Community Engagement</p> <p>MK Citizens Advice outreach service.</p>	VFG	<p>11/09/23 Cllr VFG confirmed that she is currently looking at the availability of dates for the next workshop in the Christmas period.</p> <p>13/11/23 Cllr VFG to give an update under agenda item FC23/24-70.1</p>	Open

11/09/23	FC23/2 4-52	2023/24 Projects Council RESOLVED to include the following projects in the next financial year: 1. Advancement of landscaping review Woughton Park. 2. speed watch. 3. Community annual event. 4. QE11 Status and playing fields.	Clerk	13/11/23 Agenda Item 60.3 Draft Budget 2024/25	Open
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