

MINUTES
Monday 13 May 2024 at 19h30

Venue:

St Mary's Church, Woughton on the Green, MK6 3BS

Members Present

Councillors: Charlotte Hall (Chair), Vanessa Freeman Gwynn (Vice Chair) Phil Nash, Rob Grindley, Ray Brown

Officer Present: Vicky Gladstone (Acting clerk)

Residents

No residents present.

Meeting Started @ 19h30.

FC24/25-015 **Apologies.**

Apologies were received and accept by Mary Major and Roshini Wickramasinghe

FC24/25-016 **Public question time, including Parish and Ward Councillor updates.** No members of the public were present

FC24/25-017 **Minutes.** The Minutes of the meeting held on 11 March 2024 were approved as a correct record

FC24/25-018 **Councillor Co-option**

Ryan Gillies is proposed by Phill Nash and co-opted into Woughton on the Green North

The Council wished to show thanks to Roy Kenyon and Geoff Long for their long service
The Council also wished to show thanks to Vicky Gladstone for stepping in as volunteer clerk

FC24/25-019 **Finance (RFO)**

1. Payments, The Council approved the payment schedule 01/03/24 to 30/04/24 previously circulated
2. Actual vs Budget 2024/25 The Council resolved that this be brought forward to the next meeting

FC24/25-020 **Annual Accounts and Return for the year ended 31 March 2024.**

(All reports circulated prior to the meeting for review).

1. Annual Internal Audit Report 2023/24; The Council adopted the Internal Audit report from Auditing Solution Ltd relating to financial year ending 31 March 2024.
2. Council noted as correct the Asset Register as at 31/03/24.
3. Annual Accounts for 2023/24; Council resolved to adopt the Annual Governance and Accountability Return (AGAR) Return 2023/24 Form 2, Council resolved to approve the following:
 - 3.1 Certificate of Exemption – AGAR 2022/23 Form 2.
 - 3.2 Section 1: Annual Governance Statement 2022/23.
 - 3.3 Section 2: Accounting Statements 2022/23.
4. Notice of Public Rights. The Council agreed the publication dates as Mon 03/06/24 to Fri 12/07/24, 30 DAYS which includes the first 10 working days of July.

- FC24/25-021 **Meeting Log Update.**
Council noted and reviewed highlighted items.
- FC24/25-022 **Microsoft 365 Migration update** – Cllr Phil Nash reported that there are changes to make and it was resolved that he will action such. He further reported that in June the Councils domain name is up for renewal and it was resolved to renew however action to be taken to review the use of the .gov domain
- FC24/25-023 **Working Groups (Task & Finish) Terms of Reference.**
Each group to review Councillors Portfolios and Terms of Reference presented by Vicky Mote the previous Clerk and will bring back any additions/amendments for consideration and approval.
1. Finance.
 2. Communications.
 3. Planning.
 4. Allotments. – It was resolved that the minutes AGM of the allotments would be circulated to all Councillors in the future.
- FC24/25-024 **Allotments**
1. Patch Allotment Report (PAA) (previously circulated) was noted
 2. PAA Trees on West Boundary (Newport Road). Chair to liaise with Tree contractor
 3. Patch Allotment Devolved Management Review. Council to review and agree next steps.
- FC24/25-025 **Environment Updates and decisions.**
1. Environment & Canal Matters. Reports have been received from residents of rubbish being left by bins next to the canals. The Chair reported that the contractor is only responsible to emptying bins and not any nearby bags or refuse. It was suggested that the Council investigate the possibility of employing a cameras company to monitor the situation
 2. Regarding the Environmental it is suggested that a separate log be completed. A report was received regarding overspill parking from the Dons SET and much litter left. No notice had been received by the Council or any of the events put on by the Dons which lead to considerable inconvenience to residents. The Chair will liaise with them and ask that notice be given in order that measures can be put in place.
 3. Speedwatch, The Council is awaiting permission to put signs up however it was noted that this is not allowed on lampposts.
- FC24/25-026 **Woughton Playing Fields Rights of Way.** - this is to be reviewed hopefully prior to the next Council as certain bridleways and rights of way are damaged. The Chair and Vice Chair will arrange a meeting with the Rights of Way Officer of MKCC to discuss this
- FC24/25-027 **Consultations.**
A consultation has commenced in readiness for the Electoral Commission Boundary Review. It was resolved to communicate with residents through newsletter/meetings
- FC24/25-028 **Planning Applications.**
Council has received updates on planning applications and these were noted.
- FC24/25-029 **Licensing Applications.**
new and amended licensing applications were noted
- FC24/25-030 **Community Engagement.**
- 1 MK Citizens Advice outreach service – further dates to follow.
 - 2 Annual Residents meeting set for 18 June 2024 was noted.
 - 3 Big Help Out. Rob Grindly to explore and develop the possibility of assisting residents with disposing of large items.

FC24/25-031

Communications.

1. Reports: Members had not attended any meetings however the Chair is to attend a meeting regarding boundary reviews
2. Newsletter/Calendars: The newsletter is to be distributed at the end of June

FC24/25-032

Clerk Appointment and Legal Obligations.

Rolls to be reviewed in the near future.

FC24/25-033

Meetings.

Council to NOTE the next full council meeting on 08 July 24, starting at 19h30. Residents meeting 18/6 future council meetings to be held on 8/7, 9/9 and 11/11

The meeting ended 21.20

DATE: 08/07/2024	CHAIR:	SIGNATURE:
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