

**Minutes of the Full Council meeting held on Tuesday 23<sup>rd</sup> March 2021 at 7pm. Conducted virtually via GoToMeeting Software**



Present: Councillors Moss (Chair), Hussain (Vice-Chair), Aiyeola, Cook, Orimogunje, Khan, Robertson, Saunders and Webb.  
 Also present: Karen Hill (Interim Clerk)  
 Mandy Shipp (Assistant Clerk) – observing for CiLCA purposes  
 John Best and Jane Wolfson (Members of public for purposes of grant presentation)  
 Absent: Councillors Barby, Khatoon, Oladepo

The meeting started at 7.01pm. The Chair announced that at 8pm the Standing Orders would be suspended to allow for a minute of silent reflection to remember everyone affected by the COVID pandemic over the past year. Cllr Hussain joined the meeting at 7.04pm

<b>TC20/285</b>	<b>Update from the Mayor:</b> Only 1 event to note Raffle draw (COVID safe) on 30/03/2021. All other events postponed.
<b>TC20/286</b>	<b>Apologies for Absence:</b> Councillors Forbes (work) and Riaz (personal). Apologies accepted.
<b>TC20/287</b>	<b>Declarations of interest in any matter on the agenda:</b> None
<b>TC20/288/a</b>	<b>To approve Minutes from previous meetings:</b> Extra Ordinary Full Council Meeting held on 17 <sup>th</sup> February Amendment – add in comma between Cllr Bamisile’s and Cllr Cook’s name Proposed: Cllr Robertson Seconded: Cllr Cook. Vote by show of hands unanimous. Carried
<b>TC20/288/b</b>	Full Council Meeting held on 23 <sup>rd</sup> February Proposed: Cllr Saunders Seconded: Cllr Hussain. Vote by show of hands unanimous. Carried
<b>TC20/288/c</b>	Extra Ordinary Full Council Meeting 8 <sup>th</sup> March Proposed: Cllr Robertson Seconded: Cllr Hussain. Vote by show of hands unanimous. Carried
<b>TC20/289</b>	<b>Finance:</b> <b>February Account statements:</b> It was RESOLVED to accept the accounts statements for February 2021. Proposed: Cllr Moss Seconded: Cllr Webb. Vote by show of hands unanimous. Carried <b>Payments:</b> The list of payments over £500 made during February were noted <b>Ear Marked reserves at year end:</b> A schedule compiled by the Finance Officer detailed the reserves amounts and what they are ear marked for. This was noted and accepted by the Councillors present 7.12pm Cllr Orimogunje joined the meeting
<b>TC20/290</b>	<b>Mobile CCTV: (Report by Assistant Clerk)</b> A report on costs had been previously circulated to all Councillors It was RESOLVED to accept the 12 month agreement for supply of one (1) mobile CCTV unit at a cost of £9000.00 to include administration of the system, provision of acceptable evidence for prosecutions and to move and mount camera where requested. Additional cost of remainder of budget allocated to be spent on camera re-locations within the 12 month period. Total budget provided is £10,000.00 from ear marked reserves. Proposer: Cllr Hussain Seconded: Cllr Saunders. Vote by show of hands unanimous. Carried 7.31pm Cllr Khan joined the meeting
<b>TC20/291</b>	<b>Grants: (Report by Interim Clerk):</b> It was RESOLVED to accept all of the officer recommendations of splitting grants into small (£500 and under) with less stringent requirements but in line with best practise for Parish Council finance management and larger grants (£501 - £1000) with current requirements maintained. There was acknowledgement that grants in excess of £1000.00 could be awarded in very exceptional circumstances if the criteria were met. Other “housekeeping” procedures will be put in place.

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	Proposed: Cllr Webb: Seconded Cllr Khan. Vote by show of hands unanimous. Carried
<b>TC20/292</b>	<p><b>CAB: (Report by Projects Officer)</b> It was RESOLVED to accept the proposal from CAB for the next financial year to operate a remote service with advisors (over video and phone) 1 day per week for the cost of £5850.00. Proposed: Cllr Saunders: Seconded Cllr Moss. Vote by show of hands unanimous. Carried</p>
	<p>7.38pm Presentation by John Best and Jane Wolfson in support of a grant request for MK Community Boat. Community Boat is an electric canal boat that is currently under construction which will hopefully be ready to use for varied community usage in the Summer. The grant request was to put toward the costs to fit out the canal boat. Cllrs were told that any contribution would be marked by a plaque on the boat as well as mention in media.</p>
	<p>7.59pm It was agreed to suspend Standing Orders to observe a minute silent reflection by all those present.</p>
	<p>8.01 Resumption of Standing Orders</p>
<b>TC20/293</b>	<p><b>To consider award of grant to MK Community Boat:</b> It was RESOLVED to award the full grant request of £3000.00. Proposed: Cllr Saunders: Seconded Cllr Moss. Vote by show of hands unanimous. Carried</p>
	<p>8.12pm John Best and Jane Wolfson thanked the Council and left the meeting.</p>
<b>TC20/294</b>	<p><b>Internal systems review:</b> Cllr Moss and Cllr Webb agreed to conduct the internal systems review.</p>
<b>TC20/295</b>	<p><b>NALC and COVID update:</b> The Government has indicated that Parish Councils can return to face to face meetings within their previous meeting place from 7 May 2021 (after elections). It was agreed that the Town Hall meeting room provided insufficient room to socially distance and was not ventilated so would not be the ideal place to host the May annual meetings. It was suggested that the Clerk investigate alternate places to meet for May and possibly June 2021.</p>
<b>TC20/296</b>	<p><b>Elections:</b> Cllrs recommended to fill in paperwork as soon as possible. Chair reminded those present that the Clerk was there to assist.</p>
<b>TC20/297</b>	<p><b>Dog bins: (Report Assistant Clerk)</b> Noted. There has been increase in waste further compounded by illegal dumping of waste by another contractor in the bins. Enforcement officer alerted to areas where bins are misused. Request to empty bin at Holy Trinity Church more frequently. Budget for 2021/22 does not allow for this. It was RESOLVED to decrease the number of empties for the bin at the Community Orchard and increase the empties at the Holy Trinity. There is no financial implication to the Town Council. Proposed: Cllr Moss: Seconded Cllr Webb. Vote by show of hands unanimous. Carried.</p> <p><b>Chair asked that the Interim Clerk pass on the Town Council's thanks for all the hard work completed behind the scenes to produce the detailed reports to enable the Councillors to make informed decisions</b></p>
<b>TC20/298</b>	<p><b>Places for People: (Report by Cllr Moss)</b> Noted. It was RESOLVED to agree that the Town Council should continue to support residents from both sites managed by PfP and arrange to introduce the two resident groups. PfP to be informed. Proposed: Cllr Khan: Seconded Cllr Saunders. Vote by show of hands unanimous. Carried</p>
<b>TC20/308</b>	<p><b>Parish Update: (Report by Assistant Clerk):</b> Noted. Staff action sheet conclusion noted</p>
<b>TC20/299</b>	<p><b>CCTV: (Report by Assistant Clerk)</b> It was RESOLVED to agree to reinstate the lapsed contract with supplier on same terms for annual maintenance contract of £110.00 + VAT and to organise a one off service to equipment at £46.00 per hour.</p>

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	Proposed: Cllr Moss: Seconded Cllr Hussain. Vote by show of hands unanimous. Carried
<b>TC20/300</b>	<p><b>Town Hall Licence Agreements:</b> Paperwork has been updated and modernised and licence agreements differentiated into single and multiple occupancy. It was RESOLVED to agree the wording changes and to issue new documents from 1 April. All existing Licence Agreements holders to be issued with Addendum to Agreement detailing changes.</p> <p>Proposed: Cllr Moss: Seconded Cllr Webb. Vote by show of hands unanimous. Carried</p>
<b>TC20/301</b>	<p><b>Electric Vehicle Point: (Report by Projects Officer)</b> It was RESOLVED to</p> <ul style="list-style-type: none"> <li>• install 1 x unit at a cost of £1818.00 installed by Kent's Electrical (specification as proposed)</li> <li>• to agree to a maintenance contract with Kents' Electrical for the equipment for £135.00 PA</li> <li>• to opt for a management system for £135.00 for a 3 year option (best practise)</li> <li>• to charge out at MK Council rates of 15p per kWh</li> </ul> <p>Proposed: Cllr Moss: Seconded Cllr Hussain. Vote by show of hands unanimous. Carried</p>
<b>TC20/302</b>	<p><b>Events:</b> noted that currently the Town Council is not covered by any pandemic indemnity insurance. It was RESOLVED that all Town Council organised events would be ceased until September but to still fund events through 3<sup>rd</sup> parties who carry relevant insurance cover and to revisit this matter in August depending on COVID situation.</p> <p>Proposed: Cllr Webb: Seconded Cllr Cook. Vote by show of hands unanimous. Carried</p>
<b>TC20/303</b>	<p><b>Square Licence:</b> noted that negotiations are ongoing to have the same sitting licence as last Summer but with added facility of BBQ on certain days/times and ability to sell ice cream outside to avoid over crowding</p>
<b>TC20/304</b>	<p><b>MK Museum:</b> Request received from MK museum to forge partnership to promote Wolverton and to appoint a Councillor as contact. It was decided this would be better served after the elections. To be revisited in May or June 2021.</p>
<b>TC20/305</b>	<p><b>Moorings update (Report by Project Officer):</b> Noted. Item ongoing.</p> <p>20.49 Mandy Shipp Assistant Clerk left the meeting</p>
<b>TC20/306</b>	<p>It was RESOLVED to exclude the press and public from the meeting pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, as matters under discussion were confidential.</p> <p>Proposed: Cllr Moss: Seconded Cllr Hussain. Vote by show of hands unanimous. Carried</p>
<b>TC20/307</b>	<p>A confidential summary of the Personnel Committee meeting on 18<sup>th</sup> March was discussed and noted.</p> <p>Return to work policy. It was agreed that in view of the circumstances regarding vaccination availability for some staff members a return to work in the Town Hall premises will be discussed amongst staff and Interim Clerk to bring to April meeting for approval.</p>

There being no further business to discuss, the meeting closed at 21.02.

Signed: *Adrian Moss*  
CHAIR

27/04/2021  
DATE