# Central Milton Keynes Town Council

# Meeting held on 5th May 2022

# at Centrecom, North Row, Central Milton Keynes

**Present:**
David Stabler (Chair)
Andre Brady
Rebecca Kurth
Andrew Thomas
Paul Cranfield (Clerk)

**Apologies:** Peter Lightfoot, Philip Murphy

**In Attendance:** Mary Moore

**22/038 – Apologies**

Apologies were received from councillors Lightfoot and Murphy

**22/039 – Declarations of Interest**

None

It was resolved, in accordance with the terms of Schedule 12A Local Government Act 1972, that item 22/045 should be held In Camera.

Councillors introduced themselves to Mary Moore.

The Chair expressed his thanks to Councillor Kurth for chairing the Town Council for a number of years and making it the success it is. He noted that the accumulated knowledge of those on the council continues to be invaluable to its effectiveness.

**22/040 - Ratification of Minutes of the Town Council meeting**

The minutes of the meeting held on 7th April 2022 were agreed as a true record.

**ACTION: Clerk-It was agreed that an agenda item be included in the June agenda to move forward the Arts project.**

## 22/041 - Clerk's Report on Outstanding Items

The paper, as previously circulated, was noted.

Updates to the action sheet were agreed, as follows:

Item 22/06- Closed.
It was confirmed that the date of the Annual Meeting of the Parish would be Tuesday 12 July.

Item 22/07- Mark on to June
Item 22/08- Closed
Item 22/09- Closed
Item 22/10- Closed.
It was agreed that a further CIF grant be pursued for the year 2023-24, and that this should be preceded by a councillor walkabout to determine the planters to focus on. This should include the Chair of CMK Green Gym if possible.

**ACTION- Clerk to bring the 2023-24 application to the June meeting.**

Item 22/11- Closed

## 22/042 - Representations from the Public

Mary Moore declined to speak at this juncture.

## 22/043- Finance Paper

The paper, as previously circulated, was noted.

## 22/044 - Forward Plan Monitoring Sheet

There were no items on the forward planning sheet.

## 22/045 – In Camera Co-option application

The paper, as previously circulated, was noted.

Mary Moore addressed the Town Council following her application to be co-opted to one of the two vacant seats. She answered questions from councillors regarding her interests and reasons for wishing to join the Town Council.

Upon deliberation following the presentation the Town Council unanimously agreed to co-opt Mary Moore as a councillor.

A Declaration of Acceptance of the role was signed.

**ACTION- Clerk to work with Mary Moore to set up the requirements for her to be an effective councillor going forward.**

**22/046 – Year End Accounts**

The papers, as previously circulated, were noted.

It was noted by a councillor that some of the underspend was due to an over-ambitious workload, as well as 'in case of need' allocations not being required during the year.

**22/047- Year End Financial Reports**

The paper, as previously circulated, was noted.

i) **Cash Reconciliation /Reserves**
The paper, as previously circulated, was noted.

ii) **Bank Reconciliation Statement**
The paper, as previously circulated, was noted.

iii) **Summary Receipts and Payments**
The paper, as previously circulated, was noted.

**22/048- Internal Audit Report**

The paper, as previously circulated, was noted.

Councillors commended the thoroughness of the Internal Audit Report, and noted that the outcome of the report was that the council has met a good standard.

The following actions to be taken going forward:-

- Cheque numbers to be included in listing of payments each month.
- A request to be included in the June agenda for a councillor to take responsibility for occasional checks of the accounts.

**ACTION- Clerk to progress the above items.**

**22/049- Annual Audit Return Pages 3, 4 and 5**
The papers, as previously circulated, were noted.

Section 1 of the Annual Return was considered by councillors and responses to the statements unanimously agreed and the document was signed on behalf of the Town Council by the Chair.

Section 2 of the Annual Return was agreed and signed by the Chair on behalf of the Town Council.

## 22/050 - Items for Information

i) Draft April Planning Committee Minutes
ii) Response re: 100 Avebury s106 Public Art Proposal

**ACTION- Clerk to forward paper to A.W.James and Ward Councillors**

iii) Licensing application- Volcano Falls,Xscape

The meeting closed at 8.02pm.

**The next scheduled monthly meeting will be held on Thursday 2 June 2022 at Centrecom Meeting Place**

**Appendix to Minutes of Meeting of CMK Town Council on 5 May 2022**

**Cheques:-**

| | | |
|---|---|---|
| Eagle Printers | £ | 900.00 |
| Warners | £ | 76.44 |
| Centrecom | £ | 180.00 |
| Samantha Carmichael | £ | 500.00 |
| Barry Kent Electrical | £ | 48.00 |
| BMKALC | £ | 537.34 |
| HM Design | £ | 100.00 |
| MK Community Foundation | £ | 21.60 |

**Debit card items:-**

| | | |
|---|---|---|
| MK Council | £ | 9,447.50 |
| Google | £ | 1.59 |
| Google | £ | 106.26 |
| Tsohost | £ | 5.99 |
| Royal Mail | £ | 12.30 |
| Royal Mail | £ | 16.73 |
| Vonage | £ | 10.25 |
| Argos | £ | 24.00 |

**Monthly Standing orders:-**

| | | |
|---|---|---|
| Salaries | £ | 2,050.00 |
| MK Community Properties | £ | 518.84 |

**Chair's Signature…… Date…….**