Agenda Item 22/101

Central Milton Keynes Town Council

Meeting held on 4th August 2022

at Centrecom, North Row, Central Milton Keynes

Present:
David Stabler (Chair)
Andre Brady (from item 22/093)
Peter Lightfoot
Mary Moore
Andrew Thomas
Thomas Walker-Werth (Clerk to item 22/092)
Paul Cranfield (Clerk from Item 22/093)

Apologies: Rebecca Kurth, Philip Murphy

In attendance: Two members of the public.

22/084 – Apologies

Apologies were received from Councillors Kurth and Murphy.

22/085 – Declarations of Interest

None.

22/086 - Ratification of Minutes of the Town Council meeting
The minutes of the meeting held on 7th July 2022 were agreed as a true record.

22/087 - Clerk's Report on Outstanding Items

The paper, as previously circulated, was noted.

Updates to the action sheet were agreed, as follows:

Item 22/21- Councillor Moore is to meet with the Clerk on 9 August
Item 22/26- Closed
Item 22/27- Mark on to September
Item 22/28- Closed
Item 22/29- Closed

Item 22/30- Closed
Item 22/31- Closed
Item 22/32- Closed
Item 22/33- Closed

22/088 - Representations from the Public

None.

22/089- Finance Paper

The paper, as previously circulated, was noted.

The Public Sector Deposit Fund contract note was also noted.

22/090 - Forward Plan Monitoring Sheet

The paper, as previously circulated, was noted.

22/091 – ID for Councillors

The paper, as previously circulated, was noted.

Councillor Lightfoot proposed that the ID should be in the form of a badge to insert into a lanyard, not a business card. It was felt that each councillor would only require two.

After discussion, it was agreed that a badge should be produced including name, photo and ward only.

ACTION: Clerk to look into prices for procuring badges

22/092 – Q1 2022/23 Budget/Actuals

The papers, as previously circulated, were noted.

At this juncture Councillor Brady arrived, together with Paul Cranfield.

Paul Cranfield assumed the role of clerk for the meeting, and Thomas Walker-Werth left the meeting.

22/093- Terms of Reference for Public Arts Project Board

The paper, as previously circulated, was noted.

The Chair noted that the Terms of Reference were a template for future projects which may require this structure and that the addition of the section on the makeup of the Project Board required agreement.

It was noted that the Chair of the Project Board may be drawn from any of the appointees, as the budget for the project and ability to release contracts would rest with the Town Council in all instances.

The document was adopted unanimously.

ACTION: Clerk to lodge document into 'Procedures' folder

22/094- Social Media

The papers, as previously circulated, were noted.

Councillor Lightfoot spoke to the paper. The following observations were made:

- Certain social media platforms could be used to provide immediate contact with residents.
- Presence on multiple platforms can be considerable work, in that content production is required on a regular basis.
- Outsourcing is not a practical option.
- It was agreed that clarity of the message to be conveyed was necessary.
- How many messages and what do we need to do for them to reach the target audience?
- The preferred platforms to be Facebook and Instagram.
- Social media can be used to promote events, such as boat sailings, Parks Trust events etc and planning applications in local areas.
- Social media is a two-way process and it is important to hear from residents what they want/are concerned about.
- Need to differentiate between what the Town Council has responsibility for and what Milton Keynes Council can do for residents- signposting.

In respect of the 8 points listed in the paper, the following was agreed:-

1) That the Social Media policy is fit for purpose, with one small amendment as proposed by Councillor Moore as follows:- Reference to Facebook in the paragraph preceding the summary should read 'social media' instead.
2) That Councillor Lightfoot takes the lead in progressing social media options, with Councillor Moore supporting.
3) That subscribing to a social media management platform could be an option in future. No action at present.
4) That no action be taken to progress the idea of engaging a social media manager.
5) That work should be begun in identifying local organisations with a strong presence with which to collaborate.
6) That pages should not be locked down in the initial instance, but a review of this option should be ongoing.
7) That links can be provided to the newsletter on the website as an addition to the Royal Mail hard copy mailing.

8) That work should be undertaken to engage with concierges etc in local residential communities.

22/095- Community Infrastructure Fund application 2023-2024
The papers, as previously circulated, were noted.

It was agreed that the application should be submitted to Milton Keynes Council. It was further agreed that the Clerk advise Nicholas Hannon of the application, given recent discussions held with councillors on the plans to improve CMK.

ACTION: Clerk to submit CIF application and advise Nicholas Hannon

22/096 Sponsorship Application- MK Community Foundation

The paper, as previously circulated, was noted.

It was agreed that the request for sponsorship for the forthcoming VCS conference should be declined.

The Clerk noted that the request did not fall within the guidelines under which support could be provided, there being no obvious benefit to its residents.

It was agreed that promotion of the event via the website and noticeboard should be offered.

ACTION: Clerk to advise MK Community Foundation accordingly

22/097 - Items for Information

i) Licensing application- Tenpin, Grafton Gate

ACTION: Clerk to circulate reasons to object to licensing applications and the Town Council's Licensing Policy to all councillors

ii) Licensing application- Campbell Park.
iii) Letter of support for MK:U Levelling Up Fund bid.
iv) Grant application- Citizens Advice update-
Chair's action in supporting the application was confirmed.
v) Co-option- it was agreed that consideration of the applicants for the current councillor vacancy should take place at the October meeting.

22/098- Items for the next agenda

None

The meeting closed at 7.15pm.

The next scheduled monthly meeting will be held on Thursday 1st September 2022 at Centrecom Meeting Place.

Appendix to Minutes of Meeting of CMK Town Council on 4 August 2022

Cheques:-

Warners	£	76.44
MK Community Foundation	£	18.00
BMKALC	£	75.00
Citizens Advice MK	£	560.00
MyMilton Keynes	£	600.00

Debit card items :-

Google	£	1.59
Google	£	106.26
Tsohost	£	5.99
NEST	£	74.85
Vonage	£	10.25
Sainsbury's	£	54.90
Postage	£	16.40
Parking	£	.50

Monthly Standing Orders:-

Salaries	£	2,050.00
MK Community Properties	£	559.30

Chair's Signature……. Date…….

Chair's Initials……