



To all members of Bradwell Parish Council, you are hereby **summoned** to attend the Annual Meeting of the Parish Council to be held on **Monday 15 May 2023 at 7.30pm** at the **Heelands Meeting Place** at 21 Glovers Lane, MK13 7LW.

Members of the public and press are invited to attend.

Philip Farquharson, Clerk

AGENDA

FC01/23 Election of Chair: Councillors to elect a Chair for the year, until the next Annual Meeting of the Parish Council in May 2024.

FC02/23 Declaration of Office: Chair to sign the declaration of office form.

FC03/23 Election of Vice-Chair: Councillors to elect a Vice-Chair for the year, until the next Annual Meeting of the Parish Council in May 2024.

FC04/23 Declaration of Office: Vice-Chair to sign the declaration of office form.

FC05/23 Apologies: To receive and approve apologies from members unable to attend the meeting.

FC06/23 Declaration of interests: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FC07/23 Public participation: For any resident of the Parish to raise any issue, petition, question or concern (10 minutes or by consent of the Chair).

FC08/23 Minutes of the last Full Council Meeting: To approve as an accurate record Minutes of the Meeting held on 24 April 2023 (see paperwork pages 1-5).

FC09/23 Payments: To note current bank balance of £100,751 and savings account balance of £14,821 and approve monthly schedule of payments made since the last meeting (pages 6).

FC10/23 Internal audit report: to note recommended actions from the internal audit report (pages 7-13).

FC11/23 Annual Return and Governance Statement: To approve the Governance Statement and annual return for the Clerk to submit to the external auditors (pages 14-16).

FC12/23 Calendar of Meetings for 2023-2024: To agree a schedule of meetings for the year ahead (see draft attached, page 17).

FC13/23 CCTV and Privacy Policy: To consider for adoption the Privacy and CCTV Policies (pages 18-24).

FC14/23 Review and agree Parish Council representation on external bodies for the council year 2022/23, or to discontinue representation, for the following:

1. Milton Keynes Parish forum
2. Milton Keynes Association of Local Councils

FC15/23 Review and agree the following subscriptions to other bodies 2022/23 including:

1. Bucks and Milton Keynes Association of Local Councils (B&MKALC), which includes membership to NALC.
2. Society for Local Council Clerks (SLCC)
3. MKALC

FC16/23 Review and agree the appointment of members and substitute members (see standing order 4.4.iv) to existing committees and working groups for 2023/24 (summary attached), and consider dissolving any committees and working groups (see standing order 4) as follows:

1. Finance and Staffing Committee (see Terms of Reference, pages 25-26).
2. Newsletter Committee (see draft Terms of Reference page 27).
3. Suffolk Punch working group.

FC17/23 Grant application from the Friends of Conniburrow for £270: To consider grant application (page 28).

FC18/23 Grant application from the St Lawrence Church 800 Council: To consider application for £1,000 for the summer fete cost (page 29).

FC19/23 Exclusion of the Press and Public: In view of the confidential nature of the business about to be transacted over the next two agenda items, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, Chair to temporarily exclude members of the public.

FC20/23 Bradwell Bowls Club financial support: To note Bowls Club member contributions to the Club and consider contributing to the cost of Green maintenance of £5,000 per annum (pages 30-32).

FC21/23 BSSC (Bradwell Sports and Social Club) finances and building condition responsibility: To consider an interim level of rent and to pay for an electrical upgrade of the property.

FC22/23 MKPA summer sessions: Councillors to consider increased cost of sessions to £440 each and book 18 sessions over the summer which totals £9,240.

FC23/23 Basketball: to consider for approval two sessions per week over 6 weeks cost of £785 as provided by 5onit and use of facilities (£600).

Date and time of next meeting: Parish Electors' Meeting Monday 22 May at 7pm, Full Council Monday 05 June 2023 at 7:30pm at the Heelands Meeting Place.