



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 13 May 2024 at 7.00pm** 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**

**FC01/24 Election of Chair:** Councillors to elect a Chair for the year, until the next Annual Meeting of the Parish Council in May 2025.

**FC02/24 Declaration of Office:** Chair to sign the declaration of office form.

**FC03/24 Election of Vice-Chair:** Councillors to elect a Vice-Chair for the year, until the next Annual Meeting of the Parish Council in May 2025.

**FC04/24 Declaration of Office:** Vice-Chair to sign the declaration of office form.

**FC05/24 Apologies:** To receive and approve apologies from members unable to attend the meeting.

**FC06/24 Declaration of interests:** Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

**FC07/24 Public participation:** For any resident of the Parish to raise any issue, petition, question or concern (10 minutes or by consent of the Chair).

**FC08/24 Minutes of the last Full Council Meeting:** To approve as an accurate record Minutes of the Meeting held on 15 April 2024 (see paperwork pages 1-4).

**FC09/24 Payments:** To note current bank balance of £110,265 and savings account balance of £15,022 (as at 02 May 2024, screenshot attached), and approve monthly schedule of payments made since the last meeting (pages 5-6).

**FC10/24 GPC (General Power of Competence):** To note the Parish Council meets the requirements to hold the GPC (more than two thirds elected Councillors and a qualified Clerk), and to resolve to hold it.

**FC11/24 Internal audit report:** To note clean internal audit report (pages 7-13).

**FC12/24 Annual Return and Governance Statement:** To approve the Governance Statement and annual return for the Clerk to submit to the external auditors (pages 14-17).

**FC13/24 Calendar of Meetings for 2024-2025:** To agree a schedule of meetings for the year ahead (see draft attached, page 18).

**FC14/24 Shed at Foster's Lane allotment site:** to consider Clerk's report on allotment shed at Foster's Lane (see page 19-20)

**FC15/24 Review and agree Parish Council representation on external bodies for the council year 2024/25, or to discontinue representation, for the following:**

1. Milton Keynes Parish forum
2. Milton Keynes Association of Local Councils
3. BSSC (Bradwell Sports and Social Club) Committee

**FC16/24 Review and agree the following subscriptions to other bodies 2024/25:**

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

**FC17/24 Review and agree the appointment of members and substitute members (see standing order 4.4.iv) to existing committees and working groups:**

1. Finance and Staffing Committee (see Terms of Reference, pages 21-22).
2. Newsletter Working Party (see draft Terms of Reference page 23).

**FC18/24 Heelands Post Office:** To consider how to support residents to resume the services of the Post Office.

**FC19/24 Bradwell Memorial Hall:** To consider continuing to assist financially the renovations (kitchen floor, shed roofs, fence at back, amongst others) of the premises owned by the charity.

**FC20/24 Levels of funds in Lloyds current account:** To consider authorizing the signatories (including the Clerk) to retain £40k in the current account whilst moving the remainder to the instant access Lloyds savings account, bi-annually upon receipt of precept moneys.

**FC21/24 Grant application for £472 from Project support:** to consider awarding the grant (see pages 24-26)

**FC22/24 Planning Applications:** Councillors to consider making representation to MKCC on planning application (pages 27):

- a) Application no: Application no: 24/00864/PRIOR Proposal: Prior Approval of single storey rear extension, with eaves of 2.55 metres and maximum height of 3 metres, extending 4 metres from the original rear wall At: 62 Abbey Road Bradwell Milton Keynes MK13 9AL

**Date and time of next meeting:** Monday 03 June 2024 at 7:00pm at the Heelands Meeting Place.