

Kingsbrook Parish Council Minutes

Minutes of the meeting of the Kingsbrook Parish Council held on Thursday 18 June 2020 in Via Virtual Meeting (MS Teams), commencing at 7.00pm and concluding at 7.25pm.

Members present

B Chapple OBE, M Collins, C Paternoster and J Ward.

Agenda Item

1 PARISH COUNCILLORS – TEMPORARY APPOINTMENTS

Members were informed that on 13 May, 2020, the Buckinghamshire Council had made an order under Section 91(1) of the Local Government Act 1972 to appoint Councillors B Chapple OBE, M Collins, C Paternoster and J Ward as temporary Members of Kingsbrook Parish Council until an election could be held or co-option was agreed to fill such vacancies as would constitute and establish a quorum, whereupon such appointments would cease.

2 ELECTION OF CHAIRMAN

RESOLVED –

That Councillor J Ward be elected Chairman for this meeting.

3 CREATION OF THE NEW PARISH COUNCIL

Members were informed that a Community Governance Review had been held in 2019, with a Re-Organisation Order made in early 2020 to establish the Kingsbrook Parish Council. A copy of the Re-Organisation Order was attached to the agenda.

RESOLVED –

That the report be noted.

4 CODE OF CONDUCT

Members were informed that the Parish Council was required to adopt a Code of Conduct. Attached to the agenda was a Parish Council friendly version of the Buckinghamshire Council's Code of Conduct that Members were recommended to adopt. Also attached to the agenda was a Code of Conduct Guide for Town and Parish Members, for information.

RESOLVED –

That the Parish Council Code of Conduct submitted to the meeting be adopted.

5 MEMBER TRAINING

RESOLVED –

That enquiries be made with the Buckinghamshire and Milton Keynes Association of Local Councils (BALC) for induction training for the newly co-opted Parish Councillors.

6 STANDING ORDERS / FINANCIAL REGULATIONS

Members were informed that the National Association of Local Councils (NALC) Model Standing Orders and Financial Regulations were attached to the agenda. It was recommended that the Parish Council adopt them initially, and that further consideration could be given in the coming months to refining them.

RESOLVED –

That the Standing Orders and Financial Regulations submitted to the meeting be adopted.

7 BUDGET

Members were informed that in February 2020, the Buckinghamshire Council had agreed a precept amount for Kingsbrook Parish for 2020/21 of £21,892.50. This represented a Council Tax precept of £35 for the year for a Band D rated property, which was the same precept amount that people previously paid to the Bierton-with-Broughton Parish Council.

Parish Council Public Liability Insurance, which had to be in place from 7 May, had been purchased for the Parish at a cost of £939.40. The first half of the precept amount would be paid to the Parish Council once it had set up a bank account. Attached to the agenda was a draft budget for the Parish for 2020/21, which the new Parish Councillors would be able to refine when they have been co-opted.

RESOLVED –

That the Parish Council budget and precept for 2020/21 be noted.

8A PARISH INSURANCE

As previously advised at the Budget item, Parish Council public liability insurance had been taken out for Kingsbrook Parish Council at a cost of £939.40.

RESOLVED –

That it be noted that the Parish Council had up-to-date Public Liability Insurance in

place for 2020/21.

8B BUCKINGHAMSHIRE AND MILTON KEYNES ASSOCIATION OF LOCAL COUNCILS (BALC)

Members were informed that the Buckinghamshire and Milton Keynes Association of Local Councils (BALC) provided a range of advisory and support services for its Members and that most Town and Parish Councils in Buckinghamshire were members. Annual membership, based on the number of local electors, for Kingsbrook Paris would be £198.36.

RESOLVED –

That BALC membership be taken out for Kingsbrook Parish.

8C APPOINTMENT OF PARISH CLERK

RESOLVED –

That enquiries be made with BALC, and assistance sought with appointing an interim Parish Clerk.

8D CALENDAR OF MEETINGS

Members were informed that the Parish would need to prepare a calendar of meetings, but would first need to decide on the frequency and start time of meetings.

RESOLVED –

That the position on a calendar of meetings be noted.

8E BANK ACCOUNT

Members were informed that once the Parish Council had set up a bank account, then the Buckinghamshire Council would be able to pay the first half of the precept amount for 2020/21.

RESOLVED –

That the report be noted.

9 CO-OPTION OF PARISH COUNCILLORS

Members were informed that a Re-Organisation Order had been made in January 2020 to establish the Kingsbrook Parish Council. Ordinarily, Parish Council elections would have been held on 7 May 2020 to elect up to 9 Parish Councillors. Due to the

Covid-19 pandemic the elections had been deferred to May 2021.

The Buckinghamshire Council had appointed 4 temporary Parish Councillors in May 2020 to assist in getting the Parish Council up and running. Casual Vacancy Notices for the remaining 5 vacancies had been posted on 13 May and at the same time the process had been started to co-opt to those 5 vacancies. 17 people had applied to be co-opted onto the Parish Council. The applicants had been asked to provide a brief supporting statement, and this information had been provided in advance of the meeting to the temporary Councillors. A copy of the co-option procedure was attached to the agenda.

The Chairman informed the meeting that it was unfortunate that due to the current Covid-19 pandemic it had not been possible to personally interview the 17 applicants in advance of the meeting. On behalf of the temporary Councillors, the Chairman thanked all the applicants for their time in applying to be co-opted and for putting their names forward. However, it was important that the meeting made a decision to help the new Parish Council get up and running and unfortunately only 5 people could be appointed.

The Chairman confirmed that the temporary Councillors had all been provided with the applicants' supporting information in advance of the meeting and had a chance to read through them. There being no further questions by Members on the supporting information, the Chairman explained the process to be followed to co-opt the Parish Councillors. Members were asked to vote in turn for the 5 persons they wished to be co-opted to the Kingsbrook Parish Council after which, it was –

RESOLVED –

That Ravindran Buvanachandran, Penny Clarke, James Ingall, James Talbot and John Watson be co-opted as Parish Councillors for the Kingsbrook Parish Council until the May 2021 elections.

CONGRATULATIONS AND THANKS

The Chairman congratulated the 5 successful applicants and all of the other applicants for applying, and informed the meeting that now that the Parish Council had established a quorum in its own right, the appointments of the 4 temporary Parish Councillors would cease. The Parish Council would in due course be able to co-opt a further 4 Parish Councillors.

The Chairman thanked the temporary Councillors for participating in the meeting and for their assistance in getting Kingsbrook Parish up and running.