



SIMPSON AND ASHLAND PARISH COUNCIL

To: The Chair and members of Simpson and Ashland Parish Council

Date: 26th February 2018

You are summoned to attend a meeting of the **Full Council** at **Simpson Village Hall, Hanmer Road, Simpson on Monday 4th March 2019 at 8.00pm** when the business set out in the following agenda will be transacted.

Rupert Fairclough

Clerk to Simpson & Ashland Parish Council

AGENDA

1. Welcome, Introduction and Apologies for Absence
2. Declarations of Interest
3. Public Forum
 - a. Grant application for Nutrition/Fitness club
4. To approve the minutes of the Full Council meeting held on 7th January 2019
5. Delegated decisions
6. Special Items
 - a. 211 Simpson – Agree to set up meeting with developers
 - b. Village Hall update
7. Financial Report
8. Clerk Report
9. Internal Governance and Approval of Policies
 - a. Asset Register
 - b. Standing Orders
 - c. Code of Conduct
 - d. Financial Regulations
 - e. Delegated Powers
 - f. Financial Risk Assessment
10. To agree the date of the next meeting of the Full Council

ALL WELCOME

SIMPSON AND ASHLAND PARISH COUNCIL

CHAIR REPORT

Meeting date:	4 th March 2019
Venue:	Simpson Village Hall
Prepared by:	David Pye, Chair

Since our last public meeting in January, Simpson & Ashland Parish Council (SAPC) members have been busy taking forward some of the projects and developments that were discussed both in January and at our resident meetings late last year. For example, we have put out the advert for our Community Worker with a closing date later this month, and material changes to the Village Hall have continued to ensure that this great community asset continues to be fit for purpose. There have also been a series of meetings with the resident Steering Group to discuss the Community Action Milton Keynes (CAMK) Ashland project and this will begin during the spring. Alongside this, PC members have continued to liaise with Milton Keynes Council, neighbouring councils and other agencies as we continue to investigate the devolution of services and how we might enable residents from Simpson & Ashland to use local services provided by neighbouring parishes. In addition, SAPC has continued to think about how it can more fully support all members of the parish and so we are continuing discussions with a range of organisations (for example the Charles Warren Academy) to see how we could work together.

The PC was disappointed to see that The Plough closed very early in the new year but was pleased to hear from the Charles Wells Brewery that a new landlord will soon be appointed, and that the brewery is keen for The Plough to be a community pub. SAPC is investigating the possibility of formally listing The Plough as a community asset/community right to bid with Milton Keynes Council and we will update residents on progress. It is encouraging to hear that The Plough will be reopening soon and SAPC members will be meeting with the new landlord to discuss with them how we can ensure that The Plough remains at the heart of the community. We also continue to liaise with MKC over the development of the old Music Centre site and it is clear that works are coming on apace.

SIMPSON AND ASHLAND PARISH COUNCIL

MEETING MINUTES

Meeting date:	7 th January 2019
Venue:	Simpson Village Hall
Councillors present:	David Pye (DP) Peter Barnes (PB) Carole Baume (CB) Robert Ling (RL) Cathy Pope (CP) Sheila Thornton (ST)
Also present:	Rupert Fairclough (RF)
Members of public:	11 members of the public (MOP) were present

Ref.	Agenda item and Minutes	Action
18018	Welcome, Introduction and Apologies for Absence	
	The meeting was opened by the Chair, Cllr Pye and Councillors and members of public were welcomed. There were no apologies for absence	
18019	Declarations of Interest	
	No declarations were made	
18020	Public Forum	
	The public forum was used to discuss the following topics: <ul style="list-style-type: none"> a. Overview of expenditure, running costs, reserves and plans for the year Cllr Pope commented on the year to date financial report (see below) and the plan for next year (see Budget 2019/20). Cllr Pye confirmed that the Parish precept would be increased by 6.75% over the previous year. There was no comment on this from MOP. b. Residents discussions Cllr Thornton commented and reported on the recent discussions with residents noting that there had been good involvement from Simpson residents and asking that input from Ashland residents would be beneficial c. CA:MK Ashland project Cllrs Pope and Baume reported on the plans to carry out a community engagement/research project in Ashland to input into future plans. A steering group has been set up including three residents from Ashland d. Simpson Village Hall developments Cllrs Ling and Barnes commented on the current and future plans for maintaining and enhancing the Village Hall, including the carpeting of the hall using carpet tiles to improve acoustic performance. One MOP objected to the carpeting of the hall. The Chair warmly invited MOP to join the Village Hall Committee and input to decision making 	

SIMPSON AND ASHLAND PARISH COUNCIL

DELEGATED DECISIONS

Meeting date:	4 TH March 2019
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Decisions related to the following matters were made under the Council's Scheme of Delegated Powers.

1. Village hall improvements – purchase of new vacuum cleaner
2. RL and ST to try and re-engage with CART re the canal towpath
3. Clerk to investigate use and sources of ANPR/SID equipment to help manage speeding
4. Investigate formal registration of The Plough as a community asset
5. Create new Community Worker role and advertise position

SIMPSON AND ASHLAND PARISH COUNCIL

FINANCIAL REPORT/CLERK REPORT

Financial Summary

Simpson & Ashland PC - Financial Summary

Category	Budget	MAA 26/02/2019	Actual 26/02/2019	EOY Projection
Income				
Precept	£ 50,700.00		£ 50,700.00	£ 50,700.00
Village Hall hire	£ 7,600.00	£ 6,892.05	£ 8,818.00	£ 9,500.00
VAT reclaim	£ 1,800.00		£ 2,060.14	£ 3,500.00
Other	£ -		£ 110.73	£ -
Total income	£ 60,100.00		£ 61,688.87	£ 63,700.00
Expenditure				
Admin and expenses	£ 700.00	£ 634.79	£ 557.60	£ 700.00
Audit	£ 500.00	£ 453.42	£ 180.00	£ 540.00
Dog bin cleaning	£ 1,800.00	£ 1,632.33	£ 1,136.28	£ 1,250.00
Insurance	£ 725.00	£ 657.47	£ 752.98	£ 753.00
Memberships/Subs	£ 450.00	£ 408.08	£ 558.83	£ 560.00
Media	£ 2,500.00	£ 2,267.12	£ 1,867.52	£ 2,500.00
Salaries	£ 7,500.00	£ 6,801.37	£ 7,835.59	£ 8,100.00
Community events	£ 9,300.00	£ 8,433.70	£ 92.50	£ 1,500.00
Community projects	£ 6,350.00	£ 5,758.49	£ 3,194.40	£ 3,200.00
Village Hall maintenance	£ 2,500.00	£ 2,267.12	£ 3,945.39	£ 4,000.00
Village Hall utilities	£ 1,700.00	£ 1,541.64	£ 1,774.63	£ 1,900.00
Other 1	£ 350.00	£ 317.40	£ -	£ 350.00
Other 2	£ -	£ -	£ -	£ -
Other 3	£ -	£ -	£ -	£ -
Contingency	£ 1,275.00	£ 1,156.23	£ -	£ -
Grants	£ 3,300.00	£ 2,992.60	£ -	£ 500.00
Purchase of asset	£ -	£ -	£ 246.00	£ 250.00
Total expenses	£ 38,950.00		£ 22,141.72	£ 26,103.00
Surplus/Deficit	£ 21,150.00		£ 39,547.15	£ 37,597.00
Contribution to devolution	£ 17,000.00			

Explanation of columns

Category	Category of income or expenditure. These categories have been chosen both for clarity and to enable simple calculation for the annual AGAR form
Budget	The budget for the category set at the beginning of the year

MAA	Moving Annual Average. The amount that we would have received/spent if the budgeted amount was received/spent equally across the year. This helps us to monitor whether we are over or under budget
Actual	The actual amount we have received/spent to date
EOY	The amount that we currently project we will have received/spent by the end of the year

Notes

Budget categories where I am predicting overspend have been highlighted in yellow and can be explained as follows:

Audit – unbudgeted increase in costs

Insurance – increase in cost due to inclusion of additional features

Memberships - unbudgeted increase in costs

Salaries – additional hours required for clerk handover

Village Hall maintenance – unbudgeted costs relating to fire safety equipment

Village Hall utilities - unbudgeted increase in costs

With an additional c. £2,000 of unbudgeted income and a saving of c. £2,000 in expected expenditure, we are predicting a surplus of about £4,000 this year.

Precept & Budgets

The Precept has been agreed at £54,404.70, an increase of 6.75% on the previous year. This will help us to continue building up the reserves that we need for future devolution of services from Milton Keynes Council.

Budgeted income for 2019/20, including precept and grant	£64,504.70
Budgeted expenditure for 2019/20	£44,504.70
Contribution to reserves	£20,000.00

Payments

The following table shows all payments made between 01.01.19 and 26.02.18

Record of Payments						
Date	Type	Details	Amount	Category	Notes	
10/01/2019	DPC	DNH CONTRACTS	£ 103.30	Dog bin cleaning		
10/01/2019	D/D	EE BROADBAND	£ 21.00	Village Hall utilities		
10/01/2019	DPC	S THORNTON	£ 47.50	Admin and expenses		
17/01/2019	DPC	CVS IMPREST ACC	£ 625.12	Salaries		
22/01/2019	D/D	ANGLIAN WATER BUSI	£ 149.91	Village Hall utilities		
25/01/2019	D/D	BRIT GAS BUSINESS	£ 68.13	Village Hall utilities		
28/01/2019	D/D	E.ON	£ 103.35	Village Hall utilities		
05/02/2019	DPC	BHIB INSURANCE	£ 752.98	Insurance	Annual parish insurance policy	
05/02/2019	DPC	CHURCHESFIRE	£ 53.44	Village Hall maintenance		
05/02/2019	DPC	CHURCHESFIRE	£ 468.00	Village Hall maintenance	Alarm and emergency lighting service	
05/02/2019	DPC	DNH CONTRACTS	£ 129.12	Dog bin cleaning		
05/02/2019	DPC	ERGOSPAN	£ 1,518.00	Village Hall maintenance	New carpeting	
05/02/2019	DPC	SPLASH	£ 10.00	Village Hall maintenance		
11/02/2019	D/D	EE BROADBAND	£ 21.00	Village Hall utilities		
25/02/2019	DPC	CVS IMPREST ACC	£ 647.00	Salaries		
25/02/2019	D/D	E.ON	£ 121.91	Village Hall utilities		

Prepared by Rupert Fairclough, Parish Clerk and Responsible Financial Officer, 26.02.19