

## OUZEL VALLEY PARISH COUNCIL (working name)

### MINUTES OF THE FIRST ANNUAL MEETING ON WEDNESDAY 9 MAY 2012 AT 7.30PM AT ST MARY'S CHURCH, WUGHTON-ON-THE GREEN

1. **PRESENT:** Cllrs Bennett, Blomley, Brown, Howson, Humphries, Kenyon, King, McDonald and O'Neill. Also in attendance were John Moffoot and Pam Loose of Milton Keynes Council.

2. **ELECTION OF CHAIR FOR 2012/13**

John Moffoot invited nominations for the position of chair. Two were received as follows:

Cllr Humphries Proposer-Cllr Kenyon      Seconder-Cllr Blomley

Cllr King                                      Proposer- Cllr Humphries                      Seconder- Cllr McDonald

Cllr King was duly elected and completed the declaration of acceptance of office. Cllr King then assumed the Chair.

3. **APPOINTMENT OF VICE CHAIR FOR 2012/13**

The Chair asked for nominations for the position of Vice- Chair. One was received as follows:

Cllr Humphries Proposer-Cllr Blomley                      Seconder- Cllr Brown

The nomination was accepted and carried unanimously.

4. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

5. **RETURNING OFFICER'S REPORT**

John Moffoot advised that as the result of the election held on 3 May 2012 in the Passmore Ward, Michael Blomley and Judith Mary Howson had been duly elected to the Parish Council.

6. **ACCEPTANCE OF OFFICE**

The acceptance of office forms had been completed by all the councillors.

7. **NAME AND STYLE OF THE PARISH AND PARISH COUNCIL**

The Chair explained that Ouzel Valley had been a working title and proposed that the name be changed. It was agreed that since there were a large number of residents in attendance, the name would be decided at the meeting. The Chair invited suggestions. 7 suggestions were made as follows:

Old Woughton	New Woughton
Woughton-on-the-Green	St Mary's
Ouzel Union	Green Park
The New Woughton	

St Mary's was discounted as it would need the approval of the Church. Green Park was also discounted as this is an area of Newport Pagnell.

Each councillor was given three votes in the first round of voting. The results were as follows:

Old Woughton	7 Votes
New Woughton	5 Votes
Woughton-on-the Green	2 Votes
The New Woughton	2 Votes
Ouzel Union	0 Votes

A further vote was then taken between the top two as follows

Old Woughton	8 Votes
New Woughton	1 Vote

The name of Old Woughton was carried

It was further agreed that the style of the Parish would be a Parish Council.

Resolved that Milton Keynes Council be requested to approve the name of Old Woughton Parish.

8. **LOCAL GOVERNMENT ACT 2000-ETHICAL FRAMEWORK ARRANGEMENTS AND MEMBERS' CODE OF CONDUCT.**

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The recommendation that in accordance with the requirements of the Local Government Act 2000, the Parish Council adopts as its Members' Code of Conduct, the code of conduct previously circulated was carried [Clerks note. amendment to minute record: with adoption of 12 (2) ]. The Chair advised that an electronic version of the code of conduct would be made available for residents to read.

#### **9. POWERS, DUTIES AND RESPONSIBILITIES**

The powers duties and responsibilities of parish councils as previously circulated were duly noted.

#### **10. FINANCIAL ARRANGEMENTS**

The current financial arrangements as outlined in the agenda were noted.

#### **11. APPOINTMENT OF BANK.**

Cllr McDonald had carried out some research into the most suitable bank account and had concluded that that offered by National Westminster Bank Plc was the most favourable. Cllr Howson had also made some enquiries regarding suitable bank accounts. A savings account would also be set up to try to build up some reserves.

Cllr Humphries proposed that an account be opened with National Westminster Bank. This was seconded by Cllr Brown. The proposal was carried. The Chair then read out the specific mandatory resolution as required by the bank to which all agreed.

#### **12. APPOINTMENT OF SIGNATORIES**

Cllr Humphries proposed that one councillor be designated as the lead Member of Finance and that this should be Cllr McDonald. Cllr Brown seconded the proposal. The proposal was carried.

Signatories agreed as follows with two out of the four to sign all documentation:

Cllr King

Cllr Humphries

Cllr McDonald

Cllr Brown

#### **13. APPOINTMENT OF CLERK**

Cllr Howson proposed that an interim Clerk be appointed for three months by which time the roles and responsibilities would be clearer. Cllr Blomley seconded this proposal. The proposal was agreed.

Cllrs King and Humphries would approach the Clerk for Simpson and Ashland in the first instance to check her availability

#### **14. PARISHES PROTOCOL**

The Council considered the Parishes Protocol which set out in a formal way the relationship between Milton Keynes Council and the parishes.

Cllr King proposed that the Council accepts the Parishes Protocol. This was seconded by Cllr Humphries. The proposal was carried with 2 abstentions.

#### **15. PARISHES FORUM**

The Council noted that the Parishes Forum meets quarterly with the next meeting being on 7 June 2012. The Parishes Protocol allows the Parish to send two representatives to the Forum. It was agreed he representatives would be Cllr King and Cllr Humphries. These can be substituted if they are not able to attend future meetings.

#### **16. QUALITY PARISH COUNCIL**

The Council considered the requirements for becoming a Quality Parish Council.

Cllr Bennett suggested that the documentation for the Quality Parish Council be used for guidance at present with a view to adopting it in the future. This proposal was agreed with one abstention.

#### **17. BUCKS ASSOCIATION OF LOCAL COUNCILS**

The Chair proposed that BALC be invited to a future meeting to explain what advantage the Council may have by becoming members. This was agreed.

#### **18. TRANSFER OF ASSETS/LIABILITIES FROM WOUGHTON COMMUNITY COUNCIL**

The list of assets/liabilities was noted.

Cllr Humphries proposed that a delegation be sent to Woughton Community Council to finalise the transfer. It was proposed that Cllr Humphries and Cllr King form the delegation. This was agreed.

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Cllr Bennett suggested that a small number of Councillors be responsible for the allotments and a similar group be responsible for the other assets. Appointments as follows

Allotments- Cllr Bennett and Cllr Kenyon

Other Assets- Cllr Howson and Cllr Blomley

The Chair asked that interested parties present make themselves known to the appropriate Councillors at the end of the meeting so that they could be included in any future proposals for the allotments.

The Chair requested that reports be submitted [ Clerks note: amendment. ~~by the teams within the next two weeks to be published with the agenda for at~~ ] the next meeting.

**19. COMMUNICATIONS**

Key means of communications were identified as website, notice boards, newsletters and by e-mail.

Cllrs Brown and O'Neill agreed to investigate the best ways of communicating and report back.

It was noted that one of the key roles of a clerk would be communications and so any interim clerk should be included in discussions.

**20. QUEEN'S DIAMOND JUBILEE**

The Chair proposed that it was too late to do anything for this event. This was seconded by Cllr Blomley and agreed with one abstention.

**21. PLAY PARKS**

Cllr Humphries explained that there was a need for a play park in South Woughton-on-the Green. Cllr O'Neill agreed to investigate further and report back to the Council.

**22. COMMUNITY ASSET TRANSFER**

The pavilion and sports field is the only asset which this could apply to. It was noted that there were currently 5 pilots taking part and it would be advisable to see what the outcome of the pilots was before any further action took place.

There was to be a public meeting regarding the tender for the management of the Pavilion on 26 May at 6.00pm. It was proposed that a representative from the Council attend the meeting to keep a watching brief. Cllr O'Neill would attend.

**23. MEETINGS OF THE PARISH COUNCIL**

It was proposed that the next meeting take place on Wednesday 23 May at 7.30 at St Mary's Church. Future meetings would be confirmed at next meeting but would be likely to take place on a monthly basis for the next six months. Future locations and frequency of meetings would be considered at a later date.

The meeting closed at 9.40pm.

**Accepted as a true and accurate record**

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**CHAIR**

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**DATE**