



SIMPSON AND ASHLAND PARISH COUNCIL

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

Dear Councillor,

You are summoned to attend a meeting of the Full Council to be held on Monday 4th March 2024 at 8:00pm at Simpson Village Hall, when the business set out in the following agenda will be transacted. Members of the public are also invited to attend.

Katherine Harmsworth, Clerk to Simpson & Ashland Parish Council

AGENDA

- 108) Introductions and apologies for absence**
To receive and record apologies from members.
- 109) Specific declarations of interest**
- 110) Minutes of last meeting**
a) To receive and approve as a correct record the minutes of the last meeting of the council held on 8th January 2024.
- 111) Public forum**
- 112) Finance report and discussion**
a) To review and approve payments from 30th December 2023 – 29th February 2024.
b) To review and agree any applications for grants.
c) To review and approve future payments list for the 2024-25 financial year.
d) To review and approve the asset register.
- 113) Dog waste bins**
a) Update on the reinstallation of the dog waste bins at Bowlers Bridge and Lickorish Bridge.
- 114) Road Safety**
a) To receive an update on the road safety survey carried out by MKCC on the H9 Groveway and agree any future actions.
b) To discuss and agree actions to investigate the need for traffic calming measures in Simpson.
- 115) Winter Funding**
a) To receive an update on the trial Citizens Advice Bureau (CAB) sessions.
b) To agree any future CAB sessions.
c) To receive an update on the trial craft sessions being run by Milton Keynes Play Association (MKPA).
d) To receive an update on the first skill sharing session.
- 116) Defibrillators**
a) To receive an update on the installation of defibrillators at SVH and AL.

- 117) Planning applications**
- a) 22/01585/FUL Five Acres – update on building works.
 - b) 23/02096/PRIOR Simpson Day Care Centre– to receive an update on intended works.
 - c) 23/00398/ENF White Cottage 456 Simpson – to receive an update on the planning enforcement investigation.
 - d) 24/00272/COU 7 Genesis Green – application for the change of use from dwellinghouse to family supported living.
- 118) Review of Policies**
- a) Standing Orders – no updates.
 - b) Financial Regulations – no updates.
 - c) Statement of Internal Controls – changes highlighted in yellow to include the use of Scribe (accounting software) and the new Facilities Manager role.
 - d) Risk Register – changes highlighted in yellow to include new Facilities Manager role and change to bi-monthly meetings.
- 119) Open space**
- a) To receive a report on Open Space.
- 120) Ashland Lakeside**
- a) To review payments and hire income for Ashland Lakeside.
 - b) To receive an update on AL water billing.
 - c) To review feedback from residents and hirers.
- 121) Simpson Village Hall**
- a) To review payments and hire income for Simpson Village Hall.
- 122) Young people**
- a) To agree future play sessions at AL.
- 123) Community engagement**
- a) To receive an update on the street champions.
- 124) Matters arising**
- 125) Review of Delegated Decisions**
- 126) HR**
- a) To note the increase of SVH cleaner’s wage in line with the real living wage from 1st April 2024.
- 127) To agree the date and location of the next meeting of the Full Council.**

DELEGATED DECISIONS

Period Covered: 1st January 2024 – 28th February 2024

Decisions related to the following matters were made under the Council’s Scheme of Delegated Powers:

1. Payment to Handyman for repairs to Simpson Village Hall, including replacing taps, fixing skirting and mending holes in door and wall for £237.65.
2. Purchase of antivirus protection for the Clerk and Facilities Managers laptops at a cost of £54.99 for the year.
3. Fire alarm, emergency lighting and fire extinguisher service at Ashland Lakeside at a cost of £222.
4. Carpet clean at Simpson Village Hall at a cost of £240.
5. Toilet rolls and paper towels purchased for AL and SVH at a cost of £74.16.

PAYMENTS FOR 2024-25

Monthly Payments

1. Simpson Village Hall Gas Bill – by variable direct debit.
2. Simpson Village Hall Electricity Bill – by variable direct debit.
3. Simpson Village Hall Water Bill – by variable direct debit.
4. Simpson Village Hall Broadband Bill – £28.60 by direct debit.
5. Ashland Meeting Place Electricity Bill – by variable direct debit.
6. Ashland Meeting Place Water Bill – by variable direct debit.
7. Ashland Meeting Place Wi-Fi Bill - £25.50 by direct debit.
8. Microsoft 365 Subscription for Clerk and Facilities Managers laptops - £24.72 by direct debit.
9. Salary payments for Clerk, Cleaner and Facilities Manager to CVS – variable amounts paid via BACS.
10. DNH Contracts for Dog bin emptying - £3 per bin per week, paid monthly via BACS.
11. HP instant ink payments – £4.49 per month by direct debit.
12. Pension payments – by variable direct debit.
13. Mobile phone payments to Giff Gaff for Clerk and Facilities Manager- £6 per month for each phone paid via direct debit.

Yearly Payments

1. Zurich Insurance for the Parish Council and assets - £2100.
2. Netwise website and email hosting - £400.
3. Netwise domain name - £72.
4. Scribe Accounting Package - £812.16
5. Membership for the Clerk to the SLCC - £110.
6. Membership to Community Impact Bucks - £70.
7. Membership to BMKALC – £230.
8. ICO - £35

Variable Payments

1. Return deposit payments for the hire of Simpson Village Hall and Ashland Meeting Place.
2. Window cleaning for Simpson Village Hall as required- £25.
3. Carpet cleaning for Simpson Village Hall as required- £300.
4. Prontaprint for printing the parish newsletter – variable depending on how many pages.
5. Dylan Design for designing the parish newsletter - £100 each time.
6. Ashland Lakeside business rates - £302 a quarter.
7. Tactical Fire Protection for fire alarm, emergency lighting and fire extinguisher services every 6 months at Ashland Lakeside and Simpson Village Hall – variable.