

Minutes of an Ordinary Meeting of the REGULATORY COMMITTEE

held on **TUESDAY 16 JANUARY 2018** at 7pm in Room 2, MKSNAP, Bourton Low,
Walnut Tree, Milton Keynes, MK7 7DE

Present:

Councillors: Amanda Taylor (Chair), Phil Chambers, Simon Lorrimer-Roberts and Ian McColl.

Officer: Lesley Sung (Parish Manager) AND Sally King (Responsible Finance Officer)

RC107 DECLARATIONS OF INTEREST

None received.

RC108 MINUTES

Resolved Unanimously: That the minutes of the Regulatory Committee meeting held on 12 December 2017 be approved and signed by the Chair as a correct record.

RC109 COUNCIL MANAGER'S REPORT

The Council Manager reported on actions that she had undertaken since the last meeting of the Committee.

Resolved Unanimously: That the Council Manager's report be accepted and that the deadline date for completion of the 'Draft Equalities' policy be changed to April 2018.

RC110 PLANNING APPLICATION

The committee was invited to comment on the following planning applications:

- (a) **Application 17/03430/FUL – 4 Greatheed Dell, Old Farm Park, MK7 8RA**
– Erection of an oak framed green room to the rear of the property.
- (b) **Application 17/03205/OUT – Site A Towergate, Groveway, V11 to H8, Milton Keynes** – Outline planning (with all matters reserved except access arrangements to Groveway) for residential development (C3), public open space, sustainable urban drainage, and associated landscaping, infrastructure and ancillary works.
- (c) **Application 18/00012/FUL – 6 Twyford Lane, Walnut Tree, MK7 7BN** – Garage and office conversion to residential use to create an annexe (to be solely used by the applicant's family) (resubmission 17/01093/FUL).

Resolved Unanimously:

1. That in respect of 6 Twyford Lane, the Council objects on the grounds that the application was not suitably conditioned to ensure that the development would not be used as a separate dwelling house in the future.
2. That the Council has no comments to make on the other planning applications.

RC111 REVIEW OF PLANNING DECISIONS

Resolved Unanimously:

That the planning decisions be accepted.

RC112 AUTHORISATION OF PAYMENTS

The Committee received a list of payments to be made, cheques and invoices to be paid and details of bank transfers and bank reconciliations.

Resolved Unanimously: That the invoices be reviewed and signed and that the payments and bank reconciliations be authorised and signed by two bank signatories.

RC113 REGULATORY COMMITTEE BUDGET 2017/2018

Resolved Unanimously: That the Regulatory Committee budget for 2017/2018 and forecast be accepted.

RC114 REGULATORY COMMITTEE BUDGET 2019/2020

The Committee considered the long-term budget of the Regulatory Committee from 2019/2020 onwards.

Resolved Unanimously: That the long-term budget is not amended at this stage and the proposed budget be accepted.

RC115 STATEMENT OF CURRENT FINANCIAL POSITION

Resolved Unanimously: That the 2017/2018 statement of the Council's current financial position be accepted.

RC116 FINANCIAL REGULATIONS

The Chair of the Regulatory Committee, the Council Manager and the Responsible Finance Officer had reviewed the Council's Financial Regulations and submitted the amended draft to the Committee for comment.

Resolved Unanimously: That the draft Financial Regulations, as amended, be recommended for approval by Full Council.

RC117 RISK MANAGEMENT

The Committee reviewed an updated risk register for 2017/2018.

Resolved Unanimously:

1. That the draft Risk Register for 2017/2018 include a column recording the likelihood of each risk occurring on a 'high', 'medium' or 'low' basis.
2. That the draft Risk Register, with the added information, be recommended for approval by Full Council.

RC118 ASSET MANAGEMENT

The Committee reviewed the Council's asset register, land asset register and inventory.

Resolved Unanimously: That subject to the inclusion of depreciation, a valuation of the land at Bergamot Gardens and financial information about the recently purchased van and chipper, Full Council be recommended to approve the Asset Register for 2017/2018.

RC119 PURCHASE OF A NEW ACCOUNTS SOFTWARE PACKAGE

The Council Manager and the Responsible Finance Officer had researched the use of a new financial software package (Rialtas) that was aimed specifically for use in the public sector. The Council was currently using Sage 50. A fair number of parishes in Milton Keynes were currently using the Rialtas package and they had been asked to rate the package based on the following:

- Ease of use
- What services do you use it for eg. Budgets, Allotments, Asset management, bookings etc.
- Value for money
- Software support
- Comparison with other financial packages (if you have used other packages as well)
- Would they recommend it

The Responsible Finance Officer had compared the new system with our existing financial software package based on cost, suitability, forecasting ability and ease of use. The Rialtas system provided a further advantage in that compatible system could be attached such as allotments and facility booking systems.

Resolved Unanimously:

1. That a further quote be obtained from a third software company to ensure that the Committee is making a fair comparison with other software available.
2. That further information be obtained from Rialtas to include the number of training days that may be required for staff and the ease and timescale for transitioning all the information from Sage.
3. That the Responsible Finance Officer undertakes a demonstration of the system and reports the outcomes back to the next meeting of the Regulatory Committee.

RC120 INVESTMENT STRATEGY

Due to timescales this matter was not discussed

Resolved Unanimously: That an Investment Strategy and proposals for future investment be considered at a future meeting.

The Meeting Ended at 9.10pm

A Taylor
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CHAIR

20/2/18
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DATE