

Terms of Reference

Parishes Advisory Group (PAG)

Purpose and Function of Group

1. To advise the Cabinet Member for Economic Growth and Community Partnerships on matters of mutual interest to MKC and the parishes and make any appropriate and relevant recommendations to MKC or hold consultations with the parishes.
2. To shape and agree approaches on key issues and pieces of work before wider circulation to parishes
 - Sub Working/Task Groups may be set up to focus on the identified areas of concern or progress. Working / Task Groups will be chaired by a PAG representative and opportunities to attend will be issued to all parish and town councils. This could be parish clerks, parish councillors or a combination of both
3. To determine way forward for the devolution agenda, and ensure that services and assets rest with the level of local government that can best maximise the opportunity of particular assets and services to work for the wider community.
4. To consider agenda items for the Parishes Forum, and agree the final agenda for the Parish Forum each quarter
5. To foster close co-operation between other stakeholders and partners to ensure the best possible outcomes for the communities that we all work to serve

Group representation

The Chair of the PAG will be the Cabinet member with the portfolio which includes community partnerships

The Vice Chair of the PAG will be a parish councillor who has been voted in to the role of Vice Chair of the Parishes Forum, by attendees of the Parishes Forum on the date the vote is called for. Due notice will be given and all parish councillors will be invited to stand for vice chair.

Membership of the PAG will consist of

- A ward councillor from each of the main political parties.
- A representative from the **Milton Keynes Association of Local Councils (MKALC)**
- Six further parish councillors.

There is a desire for PAG members to reflect the different types of parishes, ie small, medium, large, urban and rural, as well as ensuring members are representative of the diverse make up of Milton Keynes.

When considering applications / nominations, the chair will give consideration to (but not limit to)

- The current local government / local council agenda and skills and qualities needed to progress the agendas jointly for the greater good of MK's communities.
- Relationships and interactions with other members of organisations that would be beneficial to the PAG
- Historical track record of parish involvement and positive involvement for greater good of local council / principal authority relationships

Parish Councillors can also self-nominate or nominate another parish councillor, (giving due consideration to the above) on to the PAG. The PAG will consider such nominations, and in the event that a consensus cannot be reached, the final decision will rest with the Chair.

Where applications / nominations are not received from the desired cross section, the Chair will make a decision, in consultation with the vice chair.

In addition to the above listed, the Chair may vary membership, co-opting additional representatives on a permanent or fixed term basis dependant on the tasks / agenda / horizon. This could be on the recommendation / suggestion of another PAG member.

Frequency of Meetings

The PAG will meet on a regular basis (at least quarterly and no later than 2 weeks prior to the next PF) with a further four meetings scheduled in. This is likely to average out at meetings around 6 weekly intervals. There will also be the opportunity for all members to call an 'extraordinary' meeting on a given subject.

General

Where other nominations are required (eg for the Planning Cabinet Advisory Group, being the recent example) and there is no PAG due to meet, the chair will request that MKALC make nominations.

Alteration to the Terms of Reference

Any alteration to these terms of reference shall receive the consent of the chair, the vice and the MKALC representative

Appendix

Current Membership

Chair: Cllr Emily Darlington

Vice: Cllr Sue Smith (Chair - Woughton Community Council) *voted on (as joint role – also Vice Chair of the Parishes Forum)*

Members: Cllr Chris Williams - MKALC nominee
Cllr Veronica Belcher (Chair of West Bletchley Council) *large / urban council*
Cllr Donna Fuller (Leader – Woughton Community Council) *large/ urban council*
Cllr David Pye (Chair of Simpson & Ashland Parish Council) *medium / urban council*
Cllr xxx
Cllr xxx
Cllr xxx

Cllr Paul Alexander (Ward Councillor – Liberal Democrats)
Cllr xxxxxxxxxx (Ward Councillor – Conservative)
Cllr Lauren Townsend – (Ward Councillor – Labour)

Officers: Heather Baker – Parish and Town Council Partnership Officer
Kay Pettit – Programme Manager – Parish and Town Councils
Sarah Gonsalves – Director – Policy, Insight and Communications

Properties per Parish - Based on October 19 Taxbase

LARGE	
SHENLEY BROOK END	10360
WEST BLETCHLEY	9575
GREAT LINFORD	8546
BLETCHLEY & FENNY STRATFORD	8358
NEWPORT PAGNELL	6662
BROUGHTON & MILTON KEYNES VILLAGE	6229
WOLVERTON	5846
CAMPBELL PARK	5803
SHENLEY CHURCH END	5566
WOUGHTON	5255
WALTON	5133
STANTONBURY	4488
BRADWELL	3915
STONY STRATFORD	3523
KENTS HILL, MONKSTON & BRINKLOW	3142
OLNEY	2870
MEDIUM	
LOUGHTON	2504
CENTRAL MILTON KEYNES	2493
ABBEY HILL	1833
WOBURN SANDS	1614
NEW BRADWELL	1448
HANSLOPE	1057
FAIRFIELDS	811
WHITEHOUSE	756
SIMPSON	717
LAVENDON	573
CASTLETHORPE	473
WAVENDON	409
SHERINGTON	399
OLD WOUGHTON	394
HAVERSHAMLITTLE LINFORD	341
NORTH CRAWLEY	336
SMALL	
EMBERTON	273
BOW BRICKHILL	266
STOKE GOLDINGTON	263
LITTLE BRICKHILL	184
CLIFTON REYNES & NEWTON BLOSSOMVILLE	165
MOULSOE	137
ASTWOOD & HARMEAD	115
WESTON UNDERWOOD	108
RAVENSTONE	103
TYRINGHAM & FILGRAVE	95
CALVERTON	77
GAYHURST	61
LATHBURY	51
CHICHELEY	46
COLD BRAYFIELD	46
WARRINGTON	15

URBAN

ABBEY HILL [formerly Bradwell Abbey]
BLETCHLEY & FENNY STRATFORD
BRADWELL
BROUGHTON and MILTON KEYNES
CAMPBELL PARK
CENTRAL MILTON KEYNES
GREAT LINFORD
KENTS HILL, MONKSTON & BRINKLOW
LOUGHTON & GREAT HOLM
NEW BRADWELL
NEWPORT PAGNELL
OLD WUGHTON
SHENLEY BROOK END
SHENLEY CHURCH END
SIMPSON & ASHLAND
STANTONBURY
STONY STRATFORD
WALTON
WEST BLETCHLEY
WHITEHOUSE
WOLVERTON
WUGHTON

RURAL

ASTWOOD and HARDMEAD
BOW BRICKHILL
CALVERTON
CASTLETHORPE
CHICHELEY
CLIFTON REYNES and NEWTON BLOSSOMVILLE
COLD BRAYFIELD
EMBERTON
FAIRFIELDS
GAYHURST
HANSLOPE
HAVERSHAM cum LITTLE LINFORD
LATHBURY
LAVENDON
LITTLE BRICKHILL
MOULSOE
NORTH CRAWLEY
OLNEY
RAVENSTONE
SHERINGTON
STOKE GOLDINGTON
TYRINGHAM & FILGRAVE
WARRINGTON
WAVENDON
WESTON UNDERWOOD
WOBURN SANDS