

**Ordinary meeting of the Town Council to be held at Hodge Lea Meeting Place,
Hodge Lea, Milton Keynes
MK12 6JS at 7.30pm on Tuesday 28th September 2021**



All councillors are summonsed to attend the Town Council meeting on the above day at the above time for purposes to be carried out below. Councillors are to be in attendance by 7.15pm for public question time and for the meeting to start at 7.30pm and will have their temperature checked upon entry

Andrea Vincent

Andrea Vincent
Town Clerk

22/09/2021

PUBLIC NOTICE: Due to COVID all members of the public attending the meeting must wear a nose and mouth face covering and will have a non-contact temperature check taken prior to entry. If a temperature above normal is recorded, the person will not be allowed to attend the meeting for the attendee's safety and to comply with the venue's COVID policy. All attendees must use hand sanitiser before entering the meeting room. Entry to the meeting will be controlled to ensure social distancing is maintained and members of the public wishing to attend can gain access to the meeting from 7.15pm - 7.30pm when the doors will be closed.

Before the meeting commences the public are invited to raise any questions or make statements to the councillors from 7.15-7.30pm (4 minutes per appointed speaker)

The meeting will be streamed live – the link will be on our website for those who wish to attend remotely

Housekeeping:

- Councillors and the public are requested to put their mobile phones on silent and not to have access to them whilst the meeting is in progress.
- Facemasks must be worn by both Councillors and public attending – these may be removed once seated and a safe social distance is in place.
- Hand sanitiser must be used prior to entering the meeting room
- Members of the public wishing to record this meeting should notify the Chairman of their intention to do so before the meeting commences. No photographs or images to be taken unless prior consent has been given.

Public Question time: The public are invited to raise any questions on items to be discussed on the agenda below or to register any question they will lodge in person at the meeting by email through townclerk@wolvertonandgreenleystowncouncil.gov.uk by 4pm two days before the meeting is due to take place.

Agenda

1	Mayor's diary: To note the events attended and upcoming events.
2	Apologies for absence: To receive apologies for absence
3	To receive Councillor declarations of interest on any matter on the agenda: <i>Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interests which they may have in any of the items under consideration at this meeting</i>
4	To approve the minutes of the following meeting: The ordinary minutes of the meeting of the Town Council held on Tuesday 24th August 2021
5	Finance: <ol style="list-style-type: none"> a. Finance Committee: To appoint members to the Finance Committee and agree to the terms of reference b. Expenditure: To receive the expenditure for August 2021 (report enclosed) c. N.I: To receive the calculation of projected costs of NI following the government increase (report enclosed) d. Outreach Service: To approve subsidising the Rowans Club for this service back at HLMP using the budget from 'New Projects' (report to follow)
6	Equipment (to note the updates): <ol style="list-style-type: none"> a. Solar Panels: To receive an update

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	b. Electric Vehicle Point: To receive an update
7	Governance: <ul style="list-style-type: none"> a. Field Lane Development: To receive and agree the Heads of Terms (document enclosed) b. Town Council forward plan/strategy: To approve the recommended 'Facilitator' for support in the creation a strategic plan (See Town Clerks report) c. Council meeting Schedule: To approve the amended Council meetings schedule d. Mayors Charity: To approve the Mayors Charity proposal (Proposal enclosed) e. Public Welfare Facilities: To agree for Council to open a discussion with MKC regarding, in principle, contributing to the maintenance and operation of public toilets proposed at St Georges Way car park and to agree that no commitment to contribute can be made until council have seen and agreed the detailed costed proposals. f. Landscaping: To agree that WGTC open a discussion with MKC and New Bradwell PC regarding a future landscaping contract g. Student Body Representation: To approve Cllr Webb's proposal for student engagement. (Proposal enclosed)
8	Services: Report (See Town Clerks report)
9	Services – decision needed <ul style="list-style-type: none"> a. Dog bins: To agree to the purchase of 16 replacement 60L bins (proposal enclosed) b. Asbestos reports: To approve the engagement of asbestos specialists (See Town Clerks report)
10	Community Events and Projects: (to note the update from the Community Engagement and Projects Officer (CEPO)) <ul style="list-style-type: none"> a. Act of Remembrance b. Christmas lighting c. Christmas Civic Carol service d. The Queens Platinum Jubilee celebrations e. MKPA: Advertised in July newsletter report to follow (see Town Clerks report) f. Bandstand Extension: Payment for the artist work will be organised via MKC (see Town Clerks report) g. MKC Economic Recovery and Welcome Back Fund: (see Town Clerks report)
11	Staff: non-Confidential <ul style="list-style-type: none"> a. SLCC Training Conference – Town Clerk and the Assistant are booked to attend 13th and 14th October 2021 (see Town Clerks report) b. Project and Community Engagement Officer – (see Town Clerks report) c. Staff Training – Previously agreed training has been booked (see Town Clerks report) d. Office Hours – To agree to reopen the office to the public (see Town Clerks report)

***Please be aware that under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.**

Checklist

This "checklist" appears on council and committee agendas as a reminder of implications to be considered when decisions are made:

What powers will the council be using when making this decision?	
Crime and Disorder?	
The promotion of equality and elimination of discrimination?	
Risk to the council?	
Health and safety – will a risk assessment be needed?	
Employment legislation?	
Data Protection?	
Is planning permission needed?	