

**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 4<sup>th</sup> January 2022**



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<sup>nd</sup> December 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. The matter raised may not to be discussed unless on the agenda below. The Clerk must be informed by email [townclerk@wolvertonandgreenleystowncouncil.gov.uk](mailto:townclerk@wolvertonandgreenleystowncouncil.gov.uk) by 4pm two days before the meeting is due to take place to register any question in person at the meeting

## Agenda

1	<b>Mayor's diary:</b> To note the events attended and upcoming events.
2	<b>Apologies for absence:</b> To receive apologies for absence
3	<b>To receive Councillor declarations of interest on any matter on the agenda:</b> <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	<b>Minutes:</b> To approve the minutes of the meeting of the Town Council held on Tuesday 14 <sup>th</sup> December 2021 and to approve the minutes from the Planning Committee held 7 <sup>th</sup> December 2021
5	<b>Governance:</b> <ul style="list-style-type: none"> <li>a. <b>Councillor attendance at council (committee) meetings:</b> To affirm duty as a councillor to attend meetings when summonsed (see attendance report and town clerks report)</li> <li>b. <b>Future Virtual Meeting request:</b> To note the letter sent to local MP (document enclosed)</li> </ul>

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	<ul style="list-style-type: none"> <li><b>c. Town Council forward Plan Day:</b> To receive the deferred update from the NAC and note the report on the training held and any proposals for the next stage of the councils forward plan strategy (report enclosed)</li> <li><b>d. Council Forward Plan:</b> To receive and agree to a formal plan of action for public consultation (proposal enclosed)</li> <li><b>e. Finance and Governance:</b> To approve the amended town council Risk Register (draft document enclosed)</li> <li><b>f. MKALC AGM:</b> To receive and note Cllr Moss's attendance report to MKALC AGM (document enclosed)</li> <li><b>g. White Ribbon:</b> To consider WGTC to become and accredited organisation (report to follow)</li> <li><b>h. Dementia Friendly:</b> Consider providing comments for the consultation and note the officer report (documents to follow)</li> </ul>
6	<p><b>Finance:</b></p> <ul style="list-style-type: none"> <li><b>a. Draft Budget -</b> To note the clerks update on queries raised under minute ref <b>TC21/153</b> (see town clerks report)</li> <li><b>b. Insurance:</b> To note the decision to approve the broker Gallagher as the insurer for the town council policy (See town clerks report)</li> <li><b>c. Grants:</b> To consider the grant requests for additional historical plaques at Moon Street and Stratford Road Dental Practice from WSAH (Wolverton Society of Arts and Heritage) (documents enclosed)</li> <li><b>d. Ward Councillor Funding –</b> To receive the deferred verbal update from Cllr Hussain on exploring whether funding for Rowans Outreach service provision at HLMP could be provided by Ward Councillors.</li> </ul>
7	<p><b>Town Hall Maintenance:</b> To note that the proposed 5-year Maintenance plan for the town hall, final draft to be provided to council in Januarys Full Council agenda (subject to receipt of quotes). (See Town Clerks report)</p>
8	<p><b>Community:</b></p> <ul style="list-style-type: none"> <li><b>a. Lantern Festival:</b> To receive Cllr Moss's proposal and agree criteria for funding support for the Lantern Festival event. (Proposal enclosed)</li> <li><b>b. Welcome Back Fund and Economic Recovery Funding:</b> Receive the latest update (See Town Clerks report)</li> <li><b>c. Community Events and projects update:</b> To receive an update from CEPO on community events and projects (reports enclosed)</li> <li><b>d. Bandstand Proposal –</b> To approve the current proposal (document enclosed)</li> <li><b>e. Post office:</b> To note the current situation of Post Office for Wolverton (See town clerks report)</li> </ul>
9	<p><b>Planning Committee:</b></p> <ul style="list-style-type: none"> <li><b>a. Council to agree to submit comments on the following applications:</b> <ol style="list-style-type: none"> <li><b>1. <u>21/03634/DISCON</u> 12 Old Wolverton Road Old Wolverton Milton Keynes MK12 5NN</b> <i>Approval of details required by condition 8 (rooflights) of permission ref. 21/02425/LBC</i></li> <li><b>2. <u>21/03600/DISCON</u> 12 Old Wolverton Road Old Wolverton Milton Keynes MK12 5NN</b> <i>Approval of details required by condition 8 (rooflights) of permission ref. 21/02612/FUL</i></li> <li><b>3. <u>21/03535/FUL1</u> Glyn Square Wolverton Milton Keynes MK12 5JQ</b> <i>Conversion from existing retail warehouse into a day care centre. The erection of smoker's shelter and store. Insertion of first floor mezzanines internally. Re-roofing, restoration of lost windows and general repair of external building fabric. Removal of fire door and stairs, removal of existing vent shutters, remove existing roof light, door and roller shutter and proposed new windows to South elevation. New uPVC windows to North elevation with brickwork to make up openings</i></li> </ol> </li> </ul>

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	<p>4. <b><u>21/03658/TCA</u> 1A Green Lane Wolverton Milton Keynes MK12 5HB</b> <i>Notification of intention to - T1 Thuja plicata (WRC) - Crown raise to 6m</i></p> <p>5. <b><u>21/03286/FUL</u> 10 Cambridge Street Wolverton Milton Keynes MK12 5AJ</b> <i>Installation of thermal Insulation boards with render coat to external walls under the green home grant scheme (retrospective)</i></p> <p><b>b. Receive an update on previously discussed planning and licensing applications.</b> (Update enclosed)</p> <p><b>c. Street Trading Consent Applications:</b> Local Government (Miscellaneous Provisions) Act 1982 Boroughwide Street Trading Consent – Howe &amp; Co Fish &amp; Chips various registrations. Renewal application for 13 vans to trade Boroughwide for the following times: Monday to Sunday 12:00 – 14:30 and 16:00 – 21:00</p> <p><b>d. Licensing Applications:</b> Ref 161037 Everest Restaurant, 5 Radcliffe Street, Wolverton, MK12 5DQ Supply of Alcohol (on supply) Sunday to Thursday 11:00 to 23:00, Friday and Saturday 11:00 to 23:30</p>
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**\*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?	