

**Ordinary meeting of the Town Council to be held at the council Chamber the  
Town Hall Wolverton MK12 5LY from 7pm on Tuesday 28th June 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

*Andrea Vincent*

Andrea Vincent Town Clerk

22nd June 2022

**PUBLIC NOTICE:** Due to COVID all members of the public attending the meeting must wear a nose and mouth face covering. 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.  
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.
- 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

<b>1</b>	<b>Apologies for absence:</b> To receive apologies for absence
<b>2</b>	<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>
<b>3</b>	<b>Minutes:</b> To approve the minutes of the meeting of the Town Council held on Tuesday 17 <sup>th</sup> May 2022 (document enclosed)
<b>4</b>	<p><b>Governance (Decision to be made):</b></p> <p><b>a. Co – option:</b> Consider co-option of: Bridget Lewis or Velemina Silasi for the vacant position on Wolverton East Ward</p> <p><b>b. To appoint members to the following committees:</b></p> <ol style="list-style-type: none"> <li>1. Planning Committee (2 additional members required)</li> <li>2. Finance Committee (6 members)</li> <li>3. Personnel Committee (5 members)</li> </ol> <p><b>c. To approve the Terms of Reference for the following committees</b></p> <ol style="list-style-type: none"> <li>1. Planning Committee (document enclosed)</li> <li>2. Finance Committee (document enclosed)</li> <li>3. Personnel Committee (document enclosed)</li> </ol>

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	<p><b>d. To appoint further members to the following working groups:</b></p> <ol style="list-style-type: none"> <li>1. Twinning Working group</li> <li>2. Agora Re-development Group</li> <li>3. Traffic and Parking Working Group</li> <li>4. Neighbourhood Plan Update steering group</li> <li>5. The Gables Working Group</li> </ol> <p><b>e. To appoint further members to the following outside bodies:</b></p> <ol style="list-style-type: none"> <li>1. MKALC (1 additional member)</li> <li>2. Future Wolverton (1 additional member)</li> <li>3. Pools Trust ((1 additional member)</li> </ol> <p><b>f. HLMP:</b> Appoint councillors to be out of hours contacts (see clerks report)</p>
<b>5</b>	<p><b>Governance</b> (to note):</p> <ol style="list-style-type: none"> <li><b>a. Compliments and Complaints:</b> To receive and note the updates for Jan – Mar and Apr – June 2022 (document enclosed)</li> <li><b>b. Forward Plan:</b> To note latest update (see Town Clerks report)</li> <li><b>c. Community Infrastructure Funding Application:</b> To note and review the information in readiness for July’s meeting (proposal enclosed)</li> <li><b>d. Council IT:</b> Update on Councillor access to emails (see town clerks report)</li> <li><b>e. Committee and Working Groups updates:</b> To receive and note reports from councillors and officer staff on internal and external meetings attended:             <ol style="list-style-type: none"> <li>1. <b>Agora Working Group update</b> (see Town Clerks report)</li> <li>2. <b>MKC Parking Issues Q and A:</b> to receive and note the update from Cllr Moss</li> </ol> </li> <li><b>f. Crime and Disorder:</b> To receive the latest update on joint working group (see Town Clerks report)</li> <li><b>g. Equipment Hire form:</b> to note the amendments to the form (see Town Clerks Report)</li> <li><b>h. HLMP: Covid Policy:</b> To note the amended changes to covid policy (see attached amended document)</li> </ol>
<b>6</b>	<p><b>Finance:</b> (<i>Decision to be made</i>)</p> <ol style="list-style-type: none"> <li><b>a. Mobile phone:</b> Consider proposal from Cllr Moss for mobile phones for the Clerk and CEPO (proposal enclosed)</li> <li><b>b. HLMP:</b> consider quotation for replacement furniture (documents enclosed)</li> <li><b>c. Town Hall office:</b> Consider quotation for replacement office chairs (documents enclosed)</li> <li><b>d. HLMP:</b> Quotations for roof repairs (documents enclosed)</li> <li><b>e. CCTV:</b> Consider the quotation for additional CCTV from Crime Wave within the community (documents enclosed)</li> <li><b>f. Grant:</b> Consider the grant application from the YMCA (document enclosed)</li> </ol>
<b>7</b>	<p><b>Finance:</b> (<i>to note</i>)</p> <ol style="list-style-type: none"> <li><b>a. May Council Expenditure over £500:</b> to note the expenditure (document enclosed)</li> <li><b>b. NSCB Savings Account:</b> to note the increase in interest rates from 0.372% to 0.72% (document enclosed)</li> <li><b>c. Town Hall and Greenleys MUGA:</b> to note that there will be an electricity rate interest increase from SSE (document enclosed and also see Town Clerks report)</li> <li><b>d. Newsletter:</b> to note the increase in the printing charges (document enclosed)</li> </ol>
<b>8</b>	<p><b>Town Hall updates</b> (<i>decision to be made</i>)</p> <p><b>CCTV:</b> Consider the quotation to upgrade current security hardware at the town hall (documents enclosed)</p>
<b>9</b>	<p><b>Community</b> (<i>decision to be made</i>)</p>

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	<b>Municipal Planting:</b> Approve the installation of additional planters within the parish (report to follow) <b>Twinning:</b> Proposal for reduction for children in attendance at a discount rate from budget (proposal enclosed)
<b>10</b>	<b>Community</b> ( <i>to note</i> ) <b>a. Mayor's diary:</b> To note the events attended and upcoming events. (document enclosed) <b>b. Community Events and Projects update:</b> To receive an update from CEPO on community events and projects (update enclosed) <b>c. Christmas Lights:</b> Receive the latest update (report enclosed)
<b>11</b>	<b>Services:</b> ( <i>decision to be made</i> ) <b>a. Allotments:</b> Review and approve proposed allotment rep policy (revised policy enclosed) <b>b. Sports Provision:</b> Consider using budget from 'New Projects' for children and young peoples summer sport (documents enclosed)
<b>12</b>	<b>Services:</b> ( <i>to note</i> ) <b>a. Enforcement Officer:</b> To receive the latest update on issues within the parish (report enclosed) <b>b. HLMP:</b> receive an update (see town clerks report)
<b>13</b>	<b>To agree to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business due to be discussed**</b>
<b>14</b>	<b>Government emergency advice:</b> Councillors to receive and note the document (document to presented at the meeting)

**\*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?	