

**Ordinary meeting of the Town Council to be held at the council Chamber the  
Town Hall Wolverton MK12 5LY from 7.30pm on Wednesday 26<sup>th</sup> July 2023**



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

19<sup>th</sup> July 2023

**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.
- 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.

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

**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 any 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>To approve the Minutes of the following meetings:</b> a. Full Council meeting held on 27 <sup>th</sup> June 2023 b. Planning Committee meeting held on 6 <sup>th</sup> June 2023
<b>4</b>	<b>Governance (Decision to be made)</b> a. <b>Draft Body Camera Policy:</b> To approve draft policy for caretaking staff to wear cameras (draft enclosed) b. <b>Draft Recruitment policy:</b> To approve the draft policy and procedure (draft enclosed)
<b>5</b>	<b>Governance (to note):</b> a. <b>CEPO Role:</b> To note that the advert for the role has been approved and is currently being advertised. b. <b>Civility and Respect Pledge:</b> To inform council of any training attended by councillors as part of the agreed pledge. c. <b>CYC Visit to Houses of Parliament:</b> To note that following engagement from the CEPO the CYC have been invited to the Houses of Parliament in 2023. d. <b>Community Governance Review</b> To note the update received from MKCC regards to an expression of Interest (EOI) for any changes or issues to be included in the review. e. <b>Committee and Working Groups updates:</b> To receive and note any reports from councillors and officer staff on internal and external meetings attended. (Reports to follow)
<b>6</b>	<b>Finance: (Decision to be made)</b> <b>Grants:</b> Consider the grant applications from The Old Bath House and Community Centre for £1370.40 to buy and install a bicycle repair/maintenance stand and bike parking racks for the weekly bike fix session that are run (grant form enclosed)

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7	<p><b>Finance:</b> <i>(to note)</i></p> <ol style="list-style-type: none"> <li>a. <b>June Council Expenditure:</b> to note the expenditure over £500 (report enclosed)</li> <li>b. <b>Stacey Bushes Meeting Place:</b> To receive and note the Finance Officers report on income and expenditure for 2022/23 per minute ref TC23/104 dated 27<sup>th</sup> June 2023 (documents to follow)</li> <li>c. <b>Hodge Lea Meeting Place:</b> To receive and note the Finance Officers report on income and expenditure for 2022/23 per minute ref TC23/104 dated 27<sup>th</sup> June 2023 (documents to follow)</li> <li>d. <b>Online Banking:</b> <ol style="list-style-type: none"> <li>i. To receive an update from Cllr Bamisilie on the progress of the setup of online banking</li> <li>ii. To receive an update from Cllr Campbell on the progress of the setup of online banking</li> </ol> </li> <li>e. <b>Town Council Insurance:</b> To note that there are now only two companies that will insure small councils, the town council is currently with Hiscox and the other company is Zurich, who are now no longer taking small town councils. The officers are therefore unable to seek three quotes per the Financial Regulations.</li> </ol>
8	<p><b>Town Council Assets:</b> <i>(To note)</i></p> <ol style="list-style-type: none"> <li>a. <b>Town Hall:</b> <ol style="list-style-type: none"> <li>i. To note that the external redecoration of the town hall will commence in September.</li> <li>ii. To note the wall in the car park has been undergoing repairs and we anticipate at the time of the meeting that the works will have been completed.</li> </ol> </li> <li>b. <b>Stacey Bushes Meeting Place:</b> <ol style="list-style-type: none"> <li>i. <b>General Maintenance:</b> Internal redecoration and general maintenance will commence by the caretakers during the summer period whilst the preschool is on school holidays.</li> <li>ii. <b>Water Leak:</b> There is still an ongoing issue with a water leak that predates the town council taking over the asset.</li> <li>iii. <b>Electric Meters:</b> There is also an issue with the electric meters at site and we are working together with our Broker to resolve.</li> </ol> </li> <li>c. <b>The Square:</b> To note that WGTC have signed the transfer documents for the asset, it is now up to MKCC to complete.</li> </ol>
10	<p><b>Community</b> <i>(Decision to be made)</i></p> <ol style="list-style-type: none"> <li>a. <b>CIF 2024/25:</b> To agree to apply for CIF funding from MKCC for public realm projects to be match funded by the town council (documents enclosed)</li> <li>b. <b>Electra Canal Boat:</b> To approve suggested group choices to support trips with the £500 EMR (See proposal)</li> <li>c. <b>Wolverton Town Band:</b> Receive a proposal from the CEPO for the town band to utilise the bandstand in Western Road Rec (proposal to follow)</li> <li>d. <b>Wolverton Park Signage:</b> To approve the design (designs enclosed)</li> <li>e. <b>Tree Nursery:</b> To ratify the decision by the Finance Committee to use the EMR for the proposed coronation meadow at the tree nursery (see town clerks report)</li> </ol>
11	<p><b>Community</b> <i>(to note)</i></p> <ol style="list-style-type: none"> <li>a. <b>Mayor:</b> To note the forthcoming events to attend. (Update to follow)</li> <li>b. <b>Community Events and Projects update:</b> To receive and note the latest update from the CEPO on the following (report enclosed):             <ul style="list-style-type: none"> <li>• Twinning Event.</li> <li>• Radcliffe Work Experience</li> <li>• Scarecrow School Workshops</li> <li>• Lunch Drop in</li> <li>• John Lewis</li> <li>• National Literacy Trust</li> </ul> </li> <li>c. <b>CIF 2023/24:</b> To note the report and the progress of the schemes that WGTC has received funding for (report to follow)</li> <li>d. <b>Wolverton 20mph zones:</b> to receive and note the update (document to follow)</li> </ol>

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<b>12</b>	<p><b>Services:</b> <i>(to note)</i></p> <p><b>a. CCTV update:</b></p> <p style="padding-left: 20px;">i. To note that the camera has been moved to the new location</p> <p style="padding-left: 20px;">ii. To receive and note the latest update (report enclosed)</p> <p><b>b. Dog Bin Reports:</b> To receive and note the reports (reports to follow)</p>
<b>13</b>	<p><b><i>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 to be discussed*</i></b></p>
<b>14</b>	<p><b>Town Hall Entry System:</b> To receive a confidential update and agree to any actions arising or proposed (report to follow)</p>

**\*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?	