

**Minutes of the meeting of the Town Council, held in Hodge Lea Meeting Place,  
Hodge Lea, Hodge Lea Lane MK12 6JS at 7.30pm on Tuesday 25<sup>th</sup> January 2022**



**Present:** Councillors: Moss (Chair), Robertson, Saunders, Hussain, Rollason, Webb, Riaz and Bamisile. Andrea Vincent (Town Clerk) Nilo Thrikawala (Finance Officer) and one member of the public  
**Apologies:** Councillors: Orimongunje, Forbes and Khan  
**Absent:** Councillors Aijeola, Faulkes, Khatoon

The Chair welcomed everyone to the meeting and asked that the housekeeping rules were observed. Councillors were reminded to bring their Council laptops to meetings to use to access and view paperwork especially as having and using mobile phones during meetings is not allowed.

TC21/163	<b>1. Mayor's diary:</b> To note the events attended and upcoming event The report was <b>noted</b>
TC21/164	<b>2. To receive apologies for absence:</b> Apologies received for Cllr Orimongunje - work commitments Cllr Forbes - work commitments Cllr Khan - work commitments
TC21/165	<b>3. 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> Cllr Saunders asked for an interest to be noted she is on the Wolverton Society of Arts and Heritage (WSAH) Committee for item 6B i and ii
TC21/166	<b>4. Minutes:</b> To approve the minutes of the meeting of the Town Council held on Tuesday 23rd November 2021 <b>Save for the following Amendments:</b> <ul style="list-style-type: none"> <li>• At item TC 21/148 the number of potential sites should read 2 not 3.</li> <li>• At item TC21/149 in the text box where it reads "conclusions where" should read "conclusions were"</li> </ul> <b>Proposed</b> by Cllr Moss and <b>seconded</b> by Cllr Hussain. Show of hands all agreed with one abstention as not present on 23rd November 2021 <b>RESOLVED</b> to agree the minutes as a true and correct record
TC21/167	<b>5. Governance:</b> <b>a. Councillor attendance at council (committee) meetings:</b> To affirm duty as a councillor to attend meetings when summoned Councillor attendance to formal committee meetings is an essential part of the being a councillor and the councillors decision making role. Councillors have duty to attend in order to represent the decisions that are required to be made on the agenda. If you are unable to make the meeting then you must inform the clerk, by way of an apology, acceptable excuses include work and illness etc The planning committee meeting held 8 <sup>th</sup> December was inquorate and as a result no decisions could be made at the meeting and the meeting could not proceed, as a result the planning decisions have had to be delegated to Assistant Clerk and the Chair. These meetings are open to the public to attend and as such councillors are the public voice. Lack of

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attendance is of great concern and does not convey to the public their confidence that councillors are able to make decisions well on their behalf.

Please see below attendance records for the year for Full Council and for Planning, these will be publicised on the website for the electorate to view

Wolverton and Greenleys Town Council

Attendance Register 2021-22

Full Council Meetings

Councillors	18/05/21 Annual Meeting of the Town Council	18.06.21 Full Council Meeting not held due to covid	22/06/21 Full Council Meeting	27/07/21 Full Council Meeting No meeting held	04/08/21 Full Council Meeting	28/09/21 Full Council Meeting	26.10.21 Full Council Meeting	23.11.21 Full Council Meeting	14.12.21 Full Council Meeting No meeting held due to covid	04.01.22 Full Council Meeting No meeting held due to covid	Total meetings attended	Apologies received
Ayo Ayeta	0	-	1	-	0	1	1	0	-	-	3	
David Robertson	1	-	1	-	1	1	0	1	-	-	5	
Clair Cladega	0	-	0	-	-	-	-	-	-	-	0	
Karen Faulkes	-	-	-	-	1	1	1	0	-	-	3	
Clitjubiade Onimungu	1	-	1	-	1	1	1	1	-	-	6	
Samera Razi VC	1	-	0	-	0	1	0	1	-	-	3	
Amir Hussain	1	-	1	-	1	1	0	1	-	-	5	
Ross Webb	1	-	1	-	1	0	1	0	-	-	4	2
Naseem Khan	0	-	1	-	1	1	1	0	-	-	3	
Alhnan Moss C	1	-	1	-	1	1	1	1	-	-	6	
Victoria Bamisile	1	-	1	-	1	1	1	1	-	-	4	
Faziz Khatoon	0	-	1	-	1	1	1	1	-	-	3	
Hilary Saunders	1	-	1	-	1	1	1	1	-	-	6	
Shaaron Forbes	1	-	0	-	0	0	1	1	-	-	3	3
Jacqui Rollason	-	-	-	-	-	-	1	1	-	-	2	
											0	
											0	

Apologies  
Received

**Full council attendance Records 2021/22**

The report was **Noted**: The clerk agreed to put all meetings in outlook calendars

TC21/168  
TC21/169

- b. **Future Virtual Meeting correspondence**: To note letter sent to the local MP **Noted**
- c. **Future Virtual Meeting request proposal**: To receive Cllr Moss's proposal and agree on council meetings face to face in the future if required

It was further clarified that the proposal was to delegate decisions to the Clerk legally, and direction for these decisions would come from the council via online meetings which would be conducted in the normal manner but online if the Covid situation warranted it was no longer safe to have face to face meetings.

**Proposed** by Cllr Moss and **seconded** Cllr Webb - unanimous agreement by show of hands

**RESOLVED**: To delegate where legally right to do so, decisions to the Clerk via online meetings

TC21/170

- d. **Committee and Working Groups updates**: To receive reports from councillors and officer staff on internal and external meetings attended

TC21/171

- I. **MKALC AGM**: Cllr Moss's attendance report to MKALC AGM was **received** and **noted**
- II. **Finance**: To receive an update from the committee's chair it was **RESOLVED** to hear this item at 6

TC21/172

- III. **Planning**: To following delegated decisions for planning applications were **noted**

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	<p><b>21/03611/FUL 33 Victoria Street Wolverton Milton Keynes MK12 5HG</b> The erection of a single storey rear extension The Clerk and the Chairman under their delegated powers have discussed this application and have agreed that there is <b>NO OBJECTION</b> as it complies with the following local policy:</p> <p><b>21/03634/DISCON &amp; 21/03600/DISCON 12 Old Wolverton Road Old Wolverton Milton Keynes MK12 5NN</b> Approval of details required by condition 8 (rooflights) of permission ref. 21/02425/LBC &amp; Approval of details required by condition 8 (rooflights) of permission ref. 21/02612/FUL The Clerk and the Chairman under their delegated powers have discussed this application and have agreed that they are happy to be guided in light of the concerns raised by the Conservation Officer that the decision to discharge has been met.</p> <p><b>21/03535/FUL 1 Glyn Square Wolverton Milton Keynes MK12 5JQ</b> 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 The Clerk and the Chairman under their delegated powers have discussed this application and have agreed to use the previously submitted comments of <b>NO OBJECTION</b> to the pre-application provided.</p> <p><b>21/03286/FUL 10 Cambridge Street Wolverton Milton Keynes MK12 5AJ</b> Installation of thermal Insulation boards with render coat to external walls under the green home grant scheme (retrospective) <b>Recommend Refusal of Permission</b></p> <p><b>21/03658/TCA 1A Green Lane Wolverton Milton Keynes MK12 5HB</b> Notification of intention to - T1 Thuja plicata (WRC) - Crown raise to 6m <b>Recommend Refusal of Permission due to inadequate information on application form</b></p> <p><b>154083 LOCAL GOVERNMENT (Miscellaneous Provisions) Act 1982 Boroughwide Street Trading Consent</b> – Howe &amp; Co Fish &amp; Chips - Renewal application from Howe &amp; Co Fish &amp; Chips on 17/12/21 for 13 vans to trade Boroughwide for the following times: Monday to Sunday 12:00 – 14:30 and 16:00 – 21:00 Boroughwide consents allow for no more than 20 minutes trading in any 100-metre part of any one Consent Street on any one day. <b>NO OBJECTION</b> to this renewal</p>
<p>TC21/173</p> <p>TC21/174</p>	<p><b>e. Town Council forward Plan:</b></p> <p>I. <b>Strategy Day Update:</b> The deferred update from NAC (National Association of Councillors) from the strategy day held in November 2021 was received and <b>noted</b></p> <p>II. <b>OU Proposal:</b> To agree on the proposal from the OU for the next stage of the councils forward plan strategy</p>
	<p><b>Open University Consultancy Project – Wolverton &amp; Greenleys Town Council</b></p> <p>Introduction</p> <p>We are delighted to provide an outline proposal in response to your initial queries around engaging consultancy services to advise and assist with a public engagement project and the subsequent implementation and integration of the findings into a Town Strategy – please note that if satisfactory, this will be subject to final Open University approvals.</p> <p>Following conversations, we understand that the intention is to carry out face to face public engagement activities in the Wolverton and Greenleys Parish area.</p> <p>Current thinking is that the engagement activities are to centre around three open ended questions, asking residents</p> <ol style="list-style-type: none"> <li>1. What do you think is good in your local community</li> <li>2. What needs improvement in the local area</li> <li>3. Is there anything new you think needs to happen in the local area</li> </ol> <p><b>Open University Initial Proposal:</b></p> <p>The Open University has been advised Wolverton &amp; Greenleys Town Council are working within a £3,000 budget to finance this consultancy work.</p>

*Adj: msl 22/2/2022*

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TC21/175	<p>Below are consultancy day rates for different levels of academic staff, these costs include VAT but no additional costs such as travel and subsistence etc. – to maximise return for the Council, we are currently proposing a Lecturer/Researcher to carry out four days of consultancy with a small allowance for travel.</p> <p><b>Proposed</b> by Cllr Webb and <b>seconded</b> by Cllr Riaz agreed by show of hands with one abstention.</p> <p><b>RESOLVED:</b> To appoint the OU to support and validate the strategy consultation</p> <p><b>III. Council Forward Plan:</b> To receive and agree to a formal plan of action for public consultation</p>
	<p>Proposal For Consultation Strategy</p> <ul style="list-style-type: none"> <li>• Letter out to every resident Jan 22</li> <li>• Three simple open questions</li> <li>• Form online Jan 22</li> <li>• Visits by councillors to residential areas to collect views from residents - pop up surgeries. Jan – March 22</li> <li>• Collation and analysis of information March 22</li> <li>• Validation by academics March 22</li> <li>• Form forward strategic plan April 22.</li> <li>• You said – We did feedback to every resident</li> <li>• Launch plan at Annual meeting?</li> <li>• To work and monitor the project a bimonthly full meeting of the Council should take place. This would not be a formal business meeting.</li> <li>• Formal business meetings could be bimonthly. e.g. January Full Council February Strategy working meeting, March Full Council</li> </ul>
TC21/176	<p><b>Proposed</b> by Cllr Moss and <b>seconded</b> by Cllr Webb agreed by show of hands with one abstention.</p> <p><b>RESOLVED:</b> To agree the forward plan with an 8-week slippage on the dates (as above).</p> <p><b>f. Community Youth Council:</b></p> <p><b>i. Proposal for Community Youth Council (CYC):</b> To receive and approve the proposal for the setting up of Community Youth Council</p> <p>Councillors discussed some of the wording but the general agreement a good piece of work. Agreed to amend “chairman” to be changed to “chairperson”</p>
TC21/177	<p><b>Proposed</b> by Cllr Webb and <b>seconded</b> by Cllr Moss agreed by unanimous show of hands</p> <p><b>RESOLVED:</b> To approve the proposal with amendment of wording.</p> <p><b>ii. Draft Constitution of CYC:</b> The draft constitution was received and approved</p> <p><b>Proposed</b> by Cllr Moss and <b>seconded</b> by Cllr Webb agreed by unanimous show of hands</p> <p><b>RESOLVED:</b> To approve the proposal with amendment of wording as at ai.</p>
TC21/178	<p><b>g. Town Council Risk Register:</b> The amended town council Risk Register was received and approved</p> <p><b>Proposed</b> by Cllr Webb and <b>seconded</b> by Cllr Hussain agreed by unanimous show of hands</p> <p><b>RESOLVED:</b> To approve the Risk Register</p>
TC21/179	<p><b>h. White Ribbon:</b> To consider WGTC to become and accredited organisation</p> <p><a href="https://www.whiteribbon.org.uk/">https://www.whiteribbon.org.uk/</a></p> <p><b>Proposed</b> by Cllr Saunders and <b>seconded</b> by Cllr Moss agreed by unanimous show of hands</p> <p><b>RESOLVED:</b> To agree for the Town Council to become supporters and accredited to the White Ribbon project to support the ending of male violence towards women.</p>
TC21/180	<p><b>i. Dementia Friendly:</b> To consider providing comments for the consultation and note the officer reports</p>

*Admin Mrs 22/2/2022*

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	RESOLVED to hear this item at 9a
TC21/181	<p><b>6. Finance:</b></p> <p><b>a. Budget:</b></p> <p><b>I. Budget:</b> Agree the proposed 2<sup>nd</sup> draft budget for 2022/2023</p> <p>There was a lively discussion around the budget with proposals for a 0 % increase in the precept or an 11% which would be equivalent to 0.32p per household per week extra. Much discussion was had around the reserves and what budget lines could be cut to reduce the precept increase.</p> <p>After the budget had been agreed Cllr Hussain asked that the votes be recorded.</p> <p><b>Proposed</b> by Cllr Moss and <b>seconded</b> by Cllr Bamisilie that a 5% increase should be pursued together with Cllr Webb and Cllr Robertson they voted for this.</p> <p>Cllrs Saunders, Riaz and Hussain voted against</p> <p>Cllr Rollason abstained.</p> <p>The vote was carried.</p> <p>It was <b>RESOLVED</b> that the budget be reduced by £36,000 with the monies coming from Grants, New Projects and Christmas lights to give a precept rise of 4.36% equivalent to 0.20p per household per week a voted was taken.</p> <p><b>Proposed</b> by Cllr Webb and <b>seconded</b> by Cllr Moss</p> <p>Councillor Hussain requested a recorded vote.</p> <p><b>Against:</b> Cllrs Hussain Bamisilie, Riaz and Saunders</p> <p><b>For:</b> Cllrs Web, Robertson, Rollason and Moss.</p> <p>Cllr Moss used the following provision to make the casting vote "<i>LGA 1972 Part 3 Sch.12 Para 18(3) states that "In the case of an equality of votes, the person presiding at the meeting shall have a casting vote, in addition to any other vote he may have."</i></p> <p><b>RESOLVED:</b> The budget and precept rise of 0.20p per week per household, it was agreed by the above recorded vote.</p> <p><i>Cllr Riaz left the meeting at 21:18</i></p>
TC21/182	<p><b>II. Draft Budget</b> - To note the clerks update on queries raised under minute ref <b>TC21/153</b> (see town clerks report deferred from 14<sup>th</sup> December and January 4<sup>th</sup> Meetings)</p> <p><b>Noted</b></p> <p><i>(Cllr Saunders left the room at 21:19 because of her interest in the following matter and returned at 21:21)</i></p>
TC21/183	<p><b>b. Grants:</b> To consider the following grant requests from WSAH for additional historical plaques at:</p> <p><b>I. Moon Street</b> for £348.20</p> <p><b>Proposed</b> by Cllr Moss and <b>seconded</b> Cllr Hussain unanimous vote</p> <p><b>RESOLVED:</b> To agree the grant</p> <p><b>II. Stratford Road Dental Practice</b> for £348.20</p> <p><b>Proposed</b> by Cllr Moss and <b>seconded</b> Cllr Hussain unanimous vote</p> <p><b>RESOLVED:</b> To agree the grant</p>
TC21/184	<p><b>c. Finance Committee:</b></p> <p><b>I.</b> Recruit additional councillors for this committee due to lack of attendance.</p> <p>Cllrs Bamisilie and Webb volunteered to join the finance committee.</p>

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TC21/185	<p>II. Recruit additional members to become bank signatories (training to be provided) Cllrs Bamisilie and Webb volunteered to do the training to be signatories</p>
TC21/186	<p><b>d. Town Clerk CiLCA Qualification</b> - To receive and agree Cllr Moss's proposal to offer financial support for The Clerk to complete her CiLCA qualification (proposal enclosed) <b>Proposed</b> by Cllr Hussain and <b>seconded</b> Cllr Moss unanimous vote <b>RESOLVED:</b> To agree support for the CiLCA course</p>
TC21/187	<p><b>7. Town Hall Maintenance:</b> To note the proposed 5-year Maintenance plan for the town hall, draft to be provided to council. It was <b>noted</b> that quotes had not been received fully and to report back on the next agenda</p>
TC21/188	<p><b>8. Community:</b> <b>a. Lantern Festival:</b> To receive Cllr Moss's proposal and agree criteria for funding support for the Lantern Festival event from data supplied. It was <b>noted</b> as agreed as part of the budget at item 6a1</p>
TC21/189	<p><b>b. Welcome Back Fund and Economic Recovery Funding:</b> The latest update was received and <b>noted</b></p>
TC21/190	<p><b>c. Community Events and projects update:</b> The report was received from CEPO on proposed community events and projects The following were <b>RESOLVED</b> for</p>
TC21/192	<p><b>1. parish wide jubilee celebrations</b> Venue for the Queens Jubilee Celebration: <b>Proposed</b> by Cllr Moss and <b>seconded</b> Cllr Robertson, vote in favour with one abstention <b>RESOLVED:</b> To agree a joint event with Milton Keynes Museum Stacey Bushes.</p>
TC21/193	<p><b>2. Street parties for the Jubilee</b> <b>Proposed</b> by Cllr Moss and <b>seconded</b> Cllr Bamisilie unanimous vote <b>RESOLVED:</b> To agree the offer of grants and to support the community-based events in the report.</p>
TC21/194	<p><b>d. Bandstand Proposal:</b> To approve the current proposal</p>
TC21/195	<p><b>e. Proposed</b> by Cllr Webb and <b>seconded</b> Cllr Hussain vote for with one abstention <b>RESOLVED:</b> To agree to the proposal as per the document.</p>
	<p><b>f. Post office:</b> To following report was noted on the current situation of Post Office for Wolverton</p>
	<p>The town council is very much aware of the need for a post office in Wolverton. Since the closure of the crown post office some years ago the Post Office took the decision to replace it with a sub post office.</p> <p>As you may be aware that was based in the Co-op in the Agora building. With the closure of the Co-op, the Post Office advertised the opportunity and a retailer on Stratford Road took up the role.</p> <p>We are unaware of why the retailer gave up the sub post office in August 2021 but have worked with the Post Office where we can. They are of the view that a sub post office is the only option - the Town Council has no sway on this. They have advertised and we have assisted by putting the advert/link on all our social media. The applications for this are now closed.</p> <p>The role of sub post offices has become most unpopular following the long legal cases. These have seen the sub post office staff enduring criminal records and imprisonment for a computer failure. It has taken a toll on these people and their families. The publicity around the resolution of their innocence has understandably impacted on the willingness of businesses to take on the role.</p> <p>We will continue to support the Post Office in advertising there offer to businesses should they issue a fresh advert. The Town Council has unfortunately no role in enforcing the Post Office to provide a post office for Wolverton, but we are doing all we can to make it happen.</p>

*Adrian M. S. 22/2/2022*

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TC21/196	<p><b>g. CCTV:</b> To note the update provided The report was <b>noted</b> Cllr agreed that this was as a good report</p>
TC21/197	<p><b>9. Consultations:</b> <b>a.</b> Agree to provide comments on the draft SPD for Dementia Friendly community The report was <b>noted</b>, and it was <b>RESOLVED</b> that Councillors to email the clerk with comments</p>
TC21/198	<p><b>b.</b> Agree to provide comments on the competition for national railway HQ The competition was <b>NOTED</b>, and it was <b>RESOLVED</b> for Councillors to email clerk with comments</p>
TC21/199	<p><b>10. Staff Non- Confidential Clerks Probationary Period:</b> To note report from the Chair regarding the end of probation interview for the Clerk the report was <b>Noted</b></p>

There being no further business to discuss the Chair closed the meeting at 21.45

The next meeting scheduled meeting is due to be held 22<sup>nd</sup> February 2022 at Hodge Lea Meeting Place.

Signed as a true and accurate record.

*Adrian M.S)*

*22/2/2022*

CHAIRMAN

