

**Ordinary meeting of the Town Council to be held at Stacey Bushes Meeting Place, Briar Hill, Stacey Bushes, Milton Keynes, MK12 6HX from 7.30pm on Tuesday 23rd January 2024**



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

18th January 2024

***Public Question time:***

The public are invited to raise any questions on items. The matter raised may not be discussed unless on the agenda below. The Clerk must be informed by email: [assistantclerk@wolvertonandgreenleystowncouncil.gov.uk](mailto:assistantclerk@wolvertonandgreenleystowncouncil.gov.uk) by 4pm two days before the meeting is due to take place to register any question in person at the meeting.

***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\***

## **Agenda**

1. **Apologies for absence:** To receive and accept apologies for absence.
2. **Declarations of Interest:** To receive Councillor declarations of interest on any matter on the agenda: 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.
3. **Approval of the Minutes of the following meeting:** Full Council meetings held on 28<sup>th</sup> November and 19<sup>th</sup> December 2023 (documents enclosed)
4. **Governance (Decision to be made)**
  - a. **Local Council Award Scheme:** Consider applying for this scheme, deadline date is May 2024 (documents enclosed see also clerks report)
  - b. **Calendar of Meetings:** To confirm if the Personnel Committee wish to meet at 18.30 prior to the Full council meeting on 27<sup>th</sup> February due to conflicting times. (document enclosed)
  - c. **Privacy and Website compliancy policies:** Cllrs to review and adopt the following policies (Draft documents enclosed):
    - i. **WGTC General Privacy policy**
    - ii. **WGTC Accessibility statement**
    - iii. **WGTC Accessible Policy Document**
5. **Governance (To note):**
  - a. **Councillor Elections 2024/25:** Councillors wishing to be re-elected are required to complete forms as set out in the briefing document (hard copy of documents to be distributed to all councillors early February)
  - b. **SLCC Practitioners Conference:** To note that the Town Clerk and Assistant Clerk will be attending the annual Practitioners Conference 31<sup>st</sup> Jan-1<sup>st</sup> Feb 2024 (document enclosed)
  - c. **Civility and Respect Pledge:** To inform council of any training attended by councillors as part of the agreed pledge and to note the recent newsletter (document enclosed).

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- d. **LGA Consultation:** 'Make it Local' Consultation for a white paper. Councillors to inform themselves ready to submit comments on behalf of the council for February meeting.
- e. **Public Duties Service Leave:** To note the update on legal position for public service.
- f. **Committee and Working Groups updates:** To receive and note any reports from councillors and officer staff on internal and external meetings attended (reports to follow).
- g. **Council Website:** To receive an update on the progress of the new site.
- 6. Finance (Decision)**
  - a. **Budget 2024/25:** To formally approve the budget subject to additional amendments further to the public consultation and Finance Committee Meeting (proposed budget enclosed)
  - b. **Grant Application:** Consider the grant application from Wolverton and District Senior Citizens Trust for a boat trip later in 2024 for a total of £1000
  - c. **Allotments:** To approve the contractor for allotment ridings cuttings the forthcoming year (quotes enclosed)
  - d. **Dog Bins:** Receive a proposal on the installation of bin(s) at Wolverton Mill (Proposal enclosed)
  - e. **Twinning Trip Discount rate:** To agree whether a discounted rate should be applied for cadets, Youth Council and the town band for the forthcoming trip (proposal included)
- 7. Finance: (to note)**
  - a. **December Council Expenditure:** To note the expenditure over £500 for December 2023 (report to follow)
  - b. **Council Insurance:** To note that the insurance has been renewed for the forthcoming year (document enclosed)
  - c. **Online Banking:** To receive an update from Cllr Bamisilie, Campbell and Lewis on arrangements to receive training on accessing the system.
  - d. **MKCC Draft Budget** MKCC have published their draft budget proposals for 2024/25 and are inviting your comments before the **consultation** ends on 31 January 2024
- 8. Town Council Assets:**
  - a. **Town Hall reroof:** To note that although officer staff sought quotations, that under section 18 of the Council Standing Orders all goods and services over the value of £25,000 must legally go through the tender process via the .gov website. The officers will begin this process imminently.
  - b. **SBMP:** To note that officers have submitted an application under the scope of 'unsuitable current business model' for Community Ownership Funding for proposed internal re-works.
  - c. **HLMP:** To note that the fire panel has been added to the annual maintenance contract costs as this was not covered under our current provider (document enclosed)
  - d. **Field Lane, Greenley's:** To note that the agreement required by the Parks Trust for the community building transfer in 2025, has been signed (see Clerk's report).
  - e. **Millmead Hall, Wolverton:** To note the progress to date thus far, council are required to consider undertaking the asset once the documents have been received (see clerks report)
- 9. Community (Decision to be made)**
  - a. **Tree Nursery:** To consider and approve the design proposal for the 'Coronation Meadow' (document enclosed).
  - b. **20mph Zone Old Wolverton:** Councillors to agree if they wish to pursue a 20mph zone to include Old Wolverton in conjunction with the proposed 20mph zone for Wolverton (report enclosed).
- 10. Community (To note)**
  - a. **Mayor:** To note the forthcoming and past events to attend (report to follow).
  - b. **Community Events and Projects update:** To receive and note the latest update from the CEPO (report to follow).
  - c. **Fireworks:** To receive and note the proposed possible locations to be discussed with the display company (report enclosed).
  - d. **Retail Crime:** To note that the PCC following engagement has developed a draft retail crime strategy across the TVP and invite your views on this

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**11. Services:**

- a. **CCTV update:** To receive and note the report for November and December (report enclosed).
- b. **CAB:** To receive and note the outreach report for April-September 2023 (report enclosed).

**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.**

**Cllr 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?                                   |  |