

Monday 4th January 2021

To: All members of the Operations Committee

Cllrs Jordan Coventry (Chair), Alan Williamson (Vice-Chair) Elina Apse, Tina El-Shabrawry, Donna Fuller, Margaret Ferguson, Ruth McMillan, Liz Simpkins, Sue Smith

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Operations Committee to be held on **Monday 11th January 2021** commencing at **6:00pm** via Zoom Video Call.

Members of the public are welcome to view proceedings live via the Woughton Community Council Facebook Page.

Steve McNay
Parish Manager

Please ensure that your mobile phone is switched to silent or is switched off completely during the meeting

AGENDA

OC 88/21 Apologies:

To record apologies from members unable to attend the meeting.

OC 89/21 Declarations of Interest:

Under the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, made under s30 (3) of the Localism Act, members must declare any disclosable pecuniary interest which they may have in any of the items under consideration at this meeting, and any additional interests not previously declared.

OC 90/21 Chairs Announcements:

To receive announcements from the Chair.

OC 91/21 Questions from the public (Max. 10 minutes):

To receive questions/statements from members of the public.

OC 92/21 Minutes of the previous meeting:

To receive and approve as a true and correct record the minutes of the Operations Committee meeting held on:

- Monday 9th November 2020.

(Attached)

OC 93/21 To agree the following policies:

- a. Safeguarding & Child Protection.
- b. E Safety.

(Report & Policies attached)

OC 94/21 Service Plan:

- a. Update on the 2020/2021 Service Plan.
- b. To consider any items for the 2021/2022 Service Plan.

(Report & 2021/2022 Service Plan – Version 3)

OC 95/21 Update on the operation of the Hub:

(Report attached)

OC 96/21 To update the committee on the Woughton Business Forum and membership of the initial 'Working Group:

(Report attached)

OC 97/21 To move, second and agree the following motion:

OC 98/21 Public Bodies (Admission to Meetings) Act 1960

That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

OC 99/21 To agree the Accounting Software Tender:

(Report attached)

OC 100/21 To update the committee on the contract reviews:

(Report attached)

OC 101/21 To agree the Landscaping Team staff proposal:

(Report attached)

Date of next meeting:

Monday 8th March 2021, via Zoom Video Call and Facebook Live.