

Woughton Community Council

Operations Committee

Minutes of the meeting held on Wednesday 5th January 2022, 6:30pm at the Woughton Community Council Hub, the Council Chamber, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

Present: Cllrs Jordan Coventry (Chair), Elina Apse (Vice-Chair), Sue Smith, Alan Williamson.

Also present: Steve McNay (Council Manager).

In attendance: Margaret Ferguson (from 6:20pm), Amber McQuillan, Ruth McMillan, Liz Simpkins.

Also in attendance: Brian Barton (Committee & Member Services Officer), Samone Winsborough (Responsible Financial Officer/Operations Manager).

OC 36/22 Apologies:

Cllr Donna Fuller (another meeting)
Cllr Yvonne Tomlinson (unwell)

AGREED

OC 37/22 Declarations of Interest:

There were no declarations of interest.

NOTED

OC 38/22 Chairs Announcements:

The Chair informed the meeting that this was the first hybrid meeting of the New Year.

NOTED

OC 39/22 Questions from the public (Max. 10 minutes):

There were no questions from the members of the public.

NOTED

OC 40/22 Minutes of the previous meeting:

The minutes of the Operations Committee meeting held on Tuesday 2nd November 2021, were **AGREED** and will be signed by the Chair as a true and correct record.

OC 41/22 To agree changes to the 2022/2023 Service Plan:

The Council Manager spoke on the proposed changes to the 2022/2023 service plan to be implemented in May 2022.

All costings in the report listed in red are proposed as additions to be included in the draft service plan.

Grants are to be sought to cover the costs of other items listed in the service plan. The Income Generation Working Group will be tasked to consider how to access grants.

RESOLVED

1. That the committee notes this report.
2. That the committee agrees to the £30,000 budget allocation, in line with the budget proposal for 2022/2023.
3. That the following changes are made to the document:
 - a. That items 6, 10, 20 and 28 are considered for grant funding, with expenditure limited until such time as any options are agreed. Item 20 should not proceed without grant funding to cover this.
 - b. That item 7 is reduced to fewer sessions, open to all suitable groups / individuals across the Woughton Community Council area, and is funded through the training budget.
 - c. That item 9 is considered as an investment, linked to contract delivery, and is NOT included as part of the service plan spend, but is considered as capitalised over 10 years.
 - d. That item 29 remains on the service plan, but that a clear case is made prior to any external company being appointed and only with the further agreement of the Services Committee once assurances are made. However, improvements to CCTV provision on Woughton Community Council buildings and the surrounding areas can take place.

OC 42/22 To update the committee on the present stance of the 2021/2022 budget:

The Responsible Financial Officer updated the Committee on the stance of the current year's budget (2021/2022).

RESOLVED:

That the Committee notes the report.

OC 43/22 To update the committee on the Interim Auditor's Report:

The Responsible Financial Officer updated the Committee on the results from the interim audit report dated 23rd November 2021.

The interim audit report came back with no recommendations or suggestions.

RESOLVED:

That the Committee notes the report.

Cllr Margaret Ferguson attended the meeting at 6:20pm.

OC 44/22 To update the committee on the Priorities Survey feedback:

The Responsible Financial Officer provided feedback on the priorities survey for consideration with the Service plan planning, and budget setting for 2022/2023.

RESOLVED:

1. That the Committee notes the report.

2. That the Committee reviews the feedback in consideration with the budget for 2022/2023.
3. That the Committee considers feedback when making decisions on the Service plan items/spend for 2022/2023.

OC 45/22 To consider the 2022/2023 budget:

The Responsible Financial Officer presented to the committee the final draft budget for the financial year 2022/2023.

RESOLVED:

1. That the Committee notes the report.
2. That the budget options as circulated are considered and an agreed precept level is approved at the next Full Council meeting.
3. That the budget be approved with the agreed precept rise at the next Full Council meeting.
4. That Full Council agrees to fund the new landscape depot and agree a period of 'capitalisation' that it should be paid back over.
5. To note that the Balance carried forward for the end of this financial year (2021/2022) will be accounted differently and therefore the reserves will look as if to be reduced by £100,000 as the LAPF (Local Authorities Property Fund) investment will now sit in box (9) and not be included in the total reserves box (7).

Date of next meeting:

Monday 28th February 2022, Woughton Community Council Hub, the Council Chamber, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

THE CHAIR CLOSED THE MEETING AT 7:22PM

Chair _____ Date _____