

Tuesday 4th July 2023

To: All members of the Operations & Resources Committee

Cllrs Sue Smith (Chair), Liz Simpkins (Vice-Chair), Donna Fuller, Penny Glasgow, Luke Louis, Ruth McMillan, D'Anne Mordechai, Alan Williamson

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Operations & Resources Committee to be held on **Monday 10th July 2023** commencing **6:30pm** at the **Woughton Community Council Hub, the Council Chamber, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.**

Members of the public can attend in person, submit questions in advance and or watch live via www.facebook.com/woughtoncc.

Steve McNay
Parish Manager

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

Please be aware that this meeting is being recorded and broadcast live. Microphones are live at all times – if you are not speaking formally within the meeting, please do keep any additional noise to a minimum and be aware that anything said within this meeting will be in the public domain’.

The Calendar of Meetings can be accessed at:

<https://www.woughtoncommunitycouncil.gov.uk/council-meeting-calendar/>

AGENDA

OC 23/23 Apologies:

To record apologies from members unable to attend the meeting.

OC 24/23 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 25/23 Chairs Announcements:

To receive announcements from the Chair.

OC 26/23 Questions from the public (Max. 10 minutes):

To receive questions/statements from members of the public.

OC 27/23 Minutes of the previous meeting:

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

- Monday 12th June 2023

(Attached)

OC 28/23 Presentation by Mr Luke Denton Senior Consultant of Crimewave LTD on their Information and Gathering Service for Parish & Town Councils

OC 29/23 To review the following policies noted and make changes where appropriate and / or refer to Full Council for agreement:

- a. General Privacy Statement
- b. Guidelines for Broadcasting Meetings
- c. Officer Code of Conduct
- d. Retention & Disposal Policy
- e. Whistleblowing Policy

(Report by the Council Manager attached)

OC 30/23 To update the committee on membership of the Incident Plan Working Group:

(Report by the Council Manager & Incident Plan attached)

OC 31/23 To inform the B&MKALC Representative Cllr Paul Harvey of any questions or issues that can then be put on Woughton Community Council's behalf to the NALC Larger Councils meeting

(Verbal report by the Council Manager)

OC 32/23 Financial matters for consideration and agreement:

- a. Regular payments report
- b. Variable direct debit list
- c. Q1 budget variances report
- d. Explanation of material differences

(Report by the Council Manager & supporting documents attached)

OC 33/23 To move and second and then to be put to the vote the following motion:

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 34/23 To consider any relevant Human Resources Matters

Date of next meeting:

Monday 11th September 2023, 6:30pm at the Woughton Community Council Hub, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.