



WOUGHTON COMMUNITY COUNCIL

The Council Hub, Local Centre, Garraways, Coffee Hall, MK6 5EG
www.woughtoncommunitycouncil.gov.uk 01908 359681

OPERATIONS AND RESOURCES COMMITTEE

Tuesday 3rd March 2026

To: All members of the **Operations & Resources Committee**

Cllrs Deanna Norris (Chair), Sue Smith (Vice Chair), Eamonn Bobey, Tony Coughlan, Penny Glasgow, Charlie Marsh, Ruth McMillan, D'Anne Mordecai, April Rennie, Alan Williamson, Donna Fuller.

Notice of Meeting

You are hereby summoned to attend a meeting of the **Operations and Resources Committee** to be held on **Monday 9th March 2026** commencing at **6:00pm** at the **Woughton Community Council Hub, The Local Centre, Council Chamber, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG**, when the business set out in the following agenda will be transacted.

Steve McNay
Council Manager

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

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

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 full Calendar of Meetings can be accessed from the following link on the website:

<https://www.woughtoncommunitycouncil.gov.uk/calendars/>



AGENDA

OC 70/25 Apologies:

To receive and accept apologies from members unable to attend the meeting.

OC 71/25 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 72/25 Questions from the public (maximum 10 minutes):

To receive questions and statements from members of the public.

OC 73/25 Chairs announcements:

To receive announcements from the Chair.

OC 74/25 Minutes of previous meeting(s):

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

- Monday 12th January 2025.

(Attached)

OC 75/25 To review and approve the bank reconciliation and payments made during the months of January and February 2026

To ensure suitable committee oversight of payments made and to ensure bank reconciliations are correct, in line with relevant financial process and procedures.

(To be provided at the meeting)

OC 76/25 To review and approve the following policies:

- a) Incident Plan

(Policy attached, updated from previous meeting)

OC 77/25 To ratify the 'Employers' Discretions Policy', following discussion at the previous meeting

To comply with the rules of the pension provider, to agree to the formal policy following discussion and agreement at the previous meeting.

(Policy attached)

OC 78/25 To receive and update on the buildings improvements and maintenance works undertaken, with future priorities highlighted.

To note the works undertaken, those planned and priorities for further works to be undertaken over the coming months.

(Paper attached)

OC 79/25 To receive an update on the budget for the current council year

To review spending to the current point, with a view to the end of year budget outcome

(Paper attached).



OC 80/25 To begin considerations around policies relating to the use of Artificial Intelligence (AI) and associated programmes

To view initial documents relating to the provision of an AI policy, with a view to agreement on an approach that the council considers suitable.

(Initial policy statements and policy documents attached)

Date of next meeting:

Monday 13th April 2026 @ 6.00pm

Woughton Community Council Hub, The Local Centre, Council Chambers, 60, Garraways, Coffee Hall, Milton Keynes, MK6 5EG.

