



WOUGHTON COMMUNITY COUNCIL

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

OPERATIONS AND RESOURCES COMMITTEE

Friday 8th May 2026

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

Cllrs Deanna Norris (Chair), Sue Smith (Vice Chair), Liz Simpkins, 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 **WEDNESDAY 13th May 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 01/26 To elect a Chair

Following the start of the new council year and the new committee makeup, Election of a Chair for the 2026/27 council year.

OC 02/26 To elect a Vice Chair

Following the start of the new council year and the new committee makeup, Election of a Vice Chair for the 2026/27 council year.

OC 03/26 Apologies:

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

OC 04/26 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 05/26 Questions from the public (maximum 10 minutes):

To receive questions and statements from members of the public.

OC 06/26 Chairs announcements:

To receive announcements from the Chair.

OC 07/26 Minutes of previous meeting(s):

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

- Monday 13th April 2025.

(Attached)

OC 08/26 To review and approve the bank reconciliation and payments made during the month of April 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 09/26 To receive an end of year spending breakdown

With end of year now complete, for the committee to review spending during the previous financial year.

(Paper and budget breakdown attached)

OC 10/26 To propose the ratification of policies from CHRGS and agreement that these will be used as 'default', due to updates and legislative changes.

As policies are included within the HR contract, a proposal to streamline policies to reflect the CHRGS suite of documents, ensuring current suitability, legislative updates and best practice.

(Policies via link - [New Suite of Policies 150125](#))

OC 11/26 To receive updates on employment law changes that may impact the council

Following recent legislative changes, information regarding impact on WCC policy, process and actions.

(Paper attached)



Date of next meeting: 8th June 2026

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