

Monday 28<sup>th</sup> October 2019

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

**Cllrs Jordan Coventry (Chair)**, Elina Apse, Tina El-Shabrawry, Margaret Ferguson, Ruth McMillan, Sue Smith, Alan Williamson

### **NOTICE OF MEETING**

You are hereby summoned to attend a meeting of the Operations Committee to be held on **Monday 4<sup>th</sup> November 2019** commencing at **6:00pm** at the Woughton Community Council Hub, The Local Centre, Garraways, Coffee Hall, Milton Keynes.

**Members of the public are welcome to attend.**

Steve McNay  
Parish Manager

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

### **AGENDA**

**OC 24/19 Apologies:**

To record apologies from members unable to attend the meeting.

**OC 25/19 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 26/19 Chairs Announcements:**

To receive announcements from the Chair.

**OC 27/19 Questions from the public (Max. 10 minutes):**

To receive questions/statements from members of the public.

**OC 28/19 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 2<sup>nd</sup> September 2019.

**(Attached)**

**OC 29/19 To elect a Vice-Chair for the Council Year 2019/2020**

**OC 30/19 To approve the following policies:**

- a) Expenses Policy
- b) Social Media Policy

**(Reports & Policies attached)**

**OC 31/19 To discuss branding for Woughton Community Council:**

**(Report attached)**

**OC 32/19 To discuss the objectives for the 2019/2020 Service Plan:**

**(Verbal Report)**

**OC 33/19 To discuss all matters relating to Councillor training:**

**(Report attached)**

**OC 34/19 To agree to update the Incident Plan to include a Community Flood Plan and a protocol for bad weather:**

**(Report attached)**

**OC 35/19 Staffing updates:**

**(Verbal Report)**

**OC 36/19 To move and second the following resolution:**

**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 37/19 Caretakers update:**

**(Report attached)**

**OC 38/19 Update on the Peninsula renegotiation:**

**(Report attached)**

**Date of next meeting:**

Monday 20<sup>th</sup> 2020, 6:00pm at the Woughton Community Council Offices, The Local Centre, 60, Garraways, Coffee Hall, Milton Keynes.