

Monday 1st March 2021

To: All members of the Operations Committee

CLLrs Jordan Coventry (Chair), Alan Williamson (Vice-Chair) Elina Apse, Tina El-Shabrawry, Donna Fuller, Margaret Ferguson, Ruth McMillan, Liz Simpkins, Sue Smith

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Operations Committee to be held on **Monday 8th March 2021** commencing at **6:00pm** via Zoom Video Call.

Members of the public are welcome to view proceedings live via the Woughton Community Council Facebook Page.

Steve McNay
Parish Manager

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

AGENDA

OC 102/21 Apologies:

To record apologies from members unable to attend the meeting.

OC 103/21 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 104/21 Chairs Announcements:

To receive announcements from the Chair.

OC 105/21 Questions from the public (Max. 10 minutes):

To receive questions/statements from members of the public.

OC 106/21 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 11th January 2021.

(Attached)

OC 107/20 To review the Safeguarding Policy Audit:

(Reports attached)

OC 108/21 To note the amended current disciplinary procedure in the staff handbook:

(Report & revised staff handbook attached)

OC 109/21 To agree a disciplinary policy:

(Report attached)

OC 110/21 To update the committee on proposed training for councillors and consideration of other sessions / subjects:

(Report attached)

OC 111/21 To update the committee on the website:

(Report attached)

OC 112/21 To update the committee on the re-opening of the Hub and delivery of services within the 'roadmap' suggested by government.

(Report attached)

Date of next meeting:

To be confirmed at the Annual Meeting of Council.