

Tuesday 25<sup>th</sup> May 2021

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

**CLLrs Jordan Coventry (Chair), Elina Apse (Vice-Chair),** Maggie Ferguson, Donna Fuller, Ruth McMillan, Amber McQuillan, Liz Simpkins, Sue Smith, Yvonne Tomlinson, Alan Williamson

### **NOTICE OF MEETING**

You are hereby summoned to attend a meeting of the Operations Committee to be held on **Tuesday 1<sup>st</sup> June 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 01/21 Apologies:**

To record apologies from members unable to attend the meeting.

**OC 02/21 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 03/21 Chairs Announcements:**

To receive announcements from the Chair.

**OC 04/21 Questions from the public (Max. 10 minutes):**

To receive questions/statements from members of the public.

**OC 05/21 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 8<sup>th</sup> March 2021.

**(Attached)**

**OC 06/21 To agree and adopt the following policies:**

- a) Incident Plan
- b) Regeneration
- c) Social Media
- d) Staff Handbook – revised version May 2021
- e) Whistleblowing

**(Reports attached & Polices circulated separately)**

**OC 07/21 To update the meeting on Operation London Bridge:**

**(Report attached)**

**OC 08/21 To update the committee on the website, options and potential change of provider:**

**(Report attached)**

**OC 09/21 To update the committee on the Safeguarding Audit:**

**(Verbal report)**

**OC 10/21 To update the committee on all matters relating to the trailer:**

**(Verbal report)**

**OC 11/21 To update the committee on the potential Eaglestone Activity Centre Community Asset Transfer:**

**(Verbal report)**

**Date of next meeting:**

Wednesday 1<sup>st</sup> September 2021, via Zoom video call and Facebook Live.