

WOBURN SANDS TOWN COUNCIL

Memorial Hall, 4 High Street, Woburn Sands, Milton Keynes, MK17 8RH

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Members of Woburn Sands Town Council are hereby requested to attend the Meeting of the Woburn Sands Town Council on Monday 15th February 2021 by Zoom at 14.30

A G E N D A

1. **Apologies and approve reasons for absence**
2. **Town Mayor's Announcements (if any)**
3. **DECLARATION OF INTEREST**
Members to declare any disclosable pecuniary interests, or personal interests (including other pecuniary interests), they may have in the business to be transacted, and officers to disclose any interests they may have in any contract to be considered
4. **The meeting will be adjourned for Public Question Time**
5. **Minutes:** To consider the approval of the draft minutes of the last meeting of the Council held on 18th January 2021 (circulated)
6. **Progress Reports** for information
 - a. **Clerk** Circulated
 - b. **Halls and Library** Circulated
 - c. **Environment** Environment committee agreed to put grounds contract put for tender; specification being repaired, opportunity to discuss if anything extra needs to be included
7. **Unitary Councillor Report** Cllr. Hopkins Circulated
8. **Planning**
Notification from Milton Keynes Council of the following applications:
 - a. *21/00233/FUL Single storey rear extension
44 Chapel Street
No Objection
 - b. *21/00375/TCA T1 & T2 Beech – remove to ground level
St Hilary, 46 Weathercock Lane
 - c. **Notification of Decisions made from Milton Keynes Council**
Nil
9. **Appointment of new Clerical Assistant;** Samantha (Sam) Townend to commence Monday 22nd February
Councillor Rae to report
10. **Data Protection Training:**
 - a. (update) for Councillors
 - b. Data Protection Training for Clerks and Officers
11. **SEMK consultation**
 - a. Newsletter information circulated
 - b. Exhibition
12. **Demand Responsive Transport (DRT):** a new service replacing the 301 from the beginning of April
13. **Neighbourhood Plan**
 - a. To establish a small group of Councillors to undertake initial preparatory work on a new Neighbourhood Plan.
14. **Correspondence thanks for donations from WSTC**
 - a. Sue Brown, Under 5's Organiser
 - b. Lynne Stapleton, George Wells Educational Foundation
 - c. Wendy Price, WS Tennis Club
 - d. Jacky Jeffreys, Station Friends
 - e. Monica Fahy, Three Parishes

15. **Notification of Urgent Decisions that have been made**
 - a. Purchase of laptop for Clerical Assistant - £940
 - b. New exterior front door to office - £390

16. **Finance**
 - a. To consider and approve payments on list enclosed.

17. **Councillor's reports and items for next agenda**

Date of next meeting 15th March 2021 by Zoom time to be agreed.

Signed: *A Jordan*

Date: 09.02.2021

Clerk to Woburn Sands Town Council

Members of the public who wish to attend this meeting please email the Clerk at a.jordan@wstc.org.uk