

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 summonsed to attend the Annual Meeting of the Woburn Sands Town Council to be held at the Council Offices on Monday 14th May 2018 at **7.30p.m.**

A G E N D A

1. **To Elect Chairman and Vice Chairman**
2. **Apologies and approve reasons for absence**
3. **Town Mayor's Announcements (if any)**
4. **To Receive the Chairman's Declaration of Acceptance of Office or, if not, then received, to decide when it shall be received**
5. **To Elect Vice Chair**
6. **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.

The meeting will be adjourned for Public Question Time

The time allocated is at the discretion of the Council/Chairman. Residents are invited to give their views and question the Town Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. Members of the public may not take part in the Town Council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire. A Councillor with a prejudicial interest in a particular issue may address the Council on the issue during Public Question Time subject to the Councillor leaving the room in the event of an exchange of the issue between the public and the Council during this period.

7. **To Appoint Statutory or Standing Committees and Working Groups**
17/18 list attached. Chair and Vice go on all committees, and have vacancy on Parish Forum.
8. **To Approve Standing orders and Financial Regulations reviewed April 2016**
New Model Standing Orders have been received which need to be adopted before approving.
9. **Minutes:** To consider the approval of the draft minutes of the last meeting of the Council held on 9th April 2018 (circulated)
10. To Inspect any deeds and Trust Investments in the custody of the Council as required.
11. **Progress Reports** for information
 - a. **Clerk** (*appendix i*)
 - b. **Halls & Library** Cllr. Geddes
 - c. **Environment** Cllr. Temple
 - d. **Police and Policing**
 - e. **Edgewick Farm** Cllr. Skelton
 - f. **Fulbrook School** Cllr. Cowmeadow
 - g. **Market** Cllr. Farrant
 - h. **Christmas Fayre** Cllr Farrant
 - i. **Summer Fayre** Cllr. Brooke
 - j. **Communications** Cllr. Rae
 - k. **Love Woburn Sands** Cllr Brooke
 - j. **East West Rail/Network Rail** Cllr. Hopkins / Geddes
12. **Unitary Councillor Report** Cllr. Hopkins
13. **Planning**

Notification from Milton Keynes Council of the following applications:

 - a. 17/00909/FUL Detached double garage at:
25 Tidbury Close Mr & Mrs Cakebread

 - 17/00926/FUL Demolition of existing rear wing and construction of a
single storey rear extension and front porch at:
15 Aspley Hill Mr Ardern

(83 Elm Grove on last agenda after plans viewed, agreed to object that the front extension is too big and out of keeping with the street scene)

b. **Notification of Decisions made from Milton Keynes Council**

29 Hardwick Place	Granted
4 The Leys	No Objection
Land to south of Railway Line	Refused

c. **Parklands, F.O. Parklands, Greens, Updates (if any.)**

d. Notification that Central Beds Local Plan has been submitted to Secretary of State

14. **Parking in Woburn Sands**

Many letters and photos of illegal parking have been received mainly from facebook. This has been reported to MKC and the Police. The Police have been asked to have a word with drivers but are not able to issue tickets for vehicles parked on double yellow lines. More Parking Warden presence has also been requested by MKC.

15. **GPDR**

Cllr Rae to update.

Consent forms have been sent to Library Volunteers, Friends of Woburn Sands Station and Edgewick Volunteers.

Privacy Policy, Hirers Privacy Policy and draft Social Media Policy have been put on website.

To Approve Social Media Policy which has been circulated

16. **Overdue Debts**

To discuss 3 overdue customers payments, to agree either to write off or go through the process of going through the small claims court.

17. **Update for The Old Fire Station**

New plans and all relevant documentation for the extension of The Old Fire Station have now been completed. The Planning application will now be submitted.

Received 2 estimates on building works for budget purposes and S.106 application only.

Full specification and plans will go out for sealed tender and will be advertised on the website.

18. **To Review Budgets, Reserves and Income & Expenditure up to end of Financial Year 31st March 2017.**

19. **Notification of Urgent Decisions that have been made.**

None.

20. **To discuss any items raised at Annual Town Meeting**

* The proposed footpath on the outline application for the development of the land off Asplands Close.

* Traffic problems in Theydon Avenue and further problems when the development off Asplands commences.

21. **Friends of St Michaels**

Minutes of meeting held 24th April have been received.

22. **Finance**

a. To consider and approve payments on list enclosed.

23. **Correspondence for Information**

24. **Councillors' reports and items for future agenda**

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

25. **Date of next meeting will on 11th June 2018**

Signed: *L. J. Stapleton*
Clerk to Woburn Sands Town Council

Date: 8th May 2018