

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 Meeting of the Woburn Sands Town Council to be held at the Council Offices on Monday 13th June 2016 at **7.30p.m.**

A G E N D A

1. **Apologies and approve reasons for absence**

2. **Town Mayor's Announcements**

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.

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.

4. **Minutes:**

To consider the approval of the draft minutes of the last meeting of the Council held on 11th May 2016

5. **Progress Reports** for information

- | | | |
|----|----------------------------|---|
| a. | Clerk | <i>(appendix i)</i> |
| b. | Halls | Cllr. Geddes |
| c. | Environment | Cllr. Temple. |
| d. | Police and Policing | Cllr. Temple
Letter received & circulated from |
| e. | Edgewick Farm | Cllr. Mrs Jeffreys |
| f. | Fulbrook School | Cllr. Cowmeadow |
| g. | Market | |
| i. | Christmas Fayre | |
| j. | East West Rail | Cllr. Hopkins. |

6. **Unitary Councillor Report**

Cllr. Hopkins

7. **Planning**

Notification from Milton Keynes Council of the following applications:

- | | | |
|----|---|--|
| a | 16/01236/FUL | Erection of single storey extension including new roof to existing extension at:
8 Russell Street
Mr & Mrs Mcleod |
| | 16/01329/CLUE
10 Chapel Street | Single storey rear extension at
Lisa Searle |
| | 15/02319/FUL
Amended proposal | Erection of 86 dwellings, 458 sq m of employment land (use class B) sports building (use class D2) associated car parking, access, play area and landscaping at:
Nampak Phases 5 & 6
Taylor Wimpey |
| b. | Notification of Decisions made from Milton Keynes Council
46 The Leys
Frosts Garden Centre | Permitted
Permitted |

- c. **Parklands, Greens, Updates (if any.)**
Information and update for Greens Development
- d. **F.O. Parklands (if any)**

8. **Memorial Green Beech Tree**

Planning application submitted to raise crown and reduce laterals inspection of cavity and removal of deadwood.

9. **Shakespearean Evening 7th July**

Rota required for help with refreshments and various other duties.

10. **To Approve End of Year Accounts**

Income & Expenditure and Balance sheet have been circulated to be approved.

11. **Internal Audit 2015/16**

Denise Batchelor carried out the Internal Audit on 2nd June.
Report to be circulated.

12. **To Approve the Annual Return for year end 31st March 2016.**

To approve the Annual Governance statements 2015/16 boxes 1-9
To approve the Accounting Statements 2015/16 boxes 1-11

13. **Logo**

Bespoke Media has sent drafts of logos, to approve a design.

14. **Communication Working Group**

Cllr Jeffreys to report on meeting held 6th June

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

None.

16. **Risk Assessments**

To agree on locations to carry out risk assessments and who will do them
Halls, Environment & open spaces, Recreation Ground.

17. **Library**

To discuss refreshments at the Library. Cllr. Mrs Jeffreys

17. **Finance**

- a. To consider and approve payments on list enclosed.
- b. Forward Planning group met on 6th June. Cllr. Cowmeadow to report

18. **Correspondence / Communication for Information**

- a. **Woburn Sands Angling Club**, letter of thanks for donation towards public liability insurance.

19. **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.

20. **Date of next meeting will be held on 11th July 2016**

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

Date: 8th June 2016