

WOBURN SANDS TOWN COUNCIL

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

Telephone: 01908 585368 (24 hrs.) Fax: 01908 585239

E.Mail: l.stapleton@wstc.org.uk

www.woburnsands.org.uk

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 13th May 2019 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**
18/19 list attached. Chair and Vice go on all committees
8. **Standing Orders 2019**
To review the circulated standing orders. To Adopt Standing Orders
9. **To Approve Standing Orders and Financial Regulations reviewed April 2019 (circulated)**
10. **Minutes:** To consider the approval of the draft minutes of the last meeting of the Council held on 8th April 2019 (circulated)
11. To Inspect any deeds and Trust Investments in the custody of the Council as required.
12. **Progress Reports** for information
 - a. **Clerk** (*appendix i*)
 - b. **Halls & Library** Cllr. Geddes
 - c. **Environment**
 - d. **Police and Policing**
 - e. **Edgewick Farm**
 - f. **Fulbrook School** Cllr. Cowmeadow
 - g. **Market**
 - h. **Christmas Fayre**
 - i. **Summer Festival** Cllr. Brooke
 - j. **Communications** Cllr. Rae
 - k. **Love Woburn Sands** Cllr Brooke
 - j. **East West Rail/Network Rail** Cllr. Hopkins / Geddes
13. **Unitary Councillor Report** Cllr. Hopkins
14. **Planning**
Notification from Milton Keynes Council of the following applications:
 - a. 19/01121/REM Approval of reserved matters following outline approval 18/00458/OUT regarding appearance and landscaping at:
Land off Asplands Close **Mr M Jones**

19/00785/TCA Notification of intention to thin crown by 30% and reduce Oak (T11) at:
22 Station Road Mr H Lewis

19/00874/TCA Notification of intention to make changes to trees T1 – T13
Mowbray Green Woburn Sands Town Council

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

9 Hardwick Road Granted
22 Station Road Refused (T12 & T13) TPO to be placed
3 Aspley Hill Granted
Notification of TPO placed on 9 April on land to front of 20 Station Road (silver birch)

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

15. **Policies - Reviews**

The following Policies have been circulated to all Councillors to be Reviewed and approved.

Councillor Privacy Notice

Social Media & Electronic Communication Policy

The following draft Policies circulated to all Councillors to be reviewed and adopted.

Code of Corporate Governance

Complaint procedure

Grant Award Policy

16. **Library Ramp** (circulated)

To consider 2 quotations to install ramp to rear of Library.

A third quotation had been sought by several builders, but all declined.

17. **Dog Bin Deethe Close**

The public footpath sign at the end of Deethe Close has rusted and fallen with the dog bin attached.

To discuss if post should be replaced if MKC will not.

18. **Defibrillator High Street**

Email received from Mr Thomas, requesting the Council to consider installing a defibrillator in the High Street. After a loss of a relative whilst on holiday, a near-by defib. was used but unfortunately not successful. The Council have received an offer from a Business in the High Street to provide one.

To discuss whether to install, location and storage details.

19. **To Review Budgets, Reserves and Income & Expenditure up to end of Financial Year 31st March 2018.**

Final budgets, year-end income and expenditure and balance sheet circulated. The Annual Return and associated papers will be based on these figures, for approval at the June meeting.

20. **Notification of Urgent Decisions that have been made.** None

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

- * Parking in Downham Road and Russell Street mainly at the junctions to the High Street, suggestion small bollards.
- * Lack of signage of HGV weight limit from Bow Brickhill to Woburn Sands as no warning signs until Mowbray Green then having to go into residential streets.
- * Vans and cars parked on footways in Station Road.

22. **Finance**

a. To consider and approve payments on list enclosed.

b. To approve the following payments by Direct Debit for year commencing 1st April 2019

Milton Keynes Council Business Rates, Total Gas & Power, E-On to be changed to Scottish Power in October (electric supplier), Bucks Pension, SSE (car park electric supplier), BT, Orange (Caretaker's phone)

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 be on 11th June 2019**

Signed: *L. J. Stapleton*

Date: 8th May 2019

Clerk to Woburn Sands Town Council