

A dirt path leads through a dense forest of green trees and bushes. Sunlight filters through the canopy, creating dappled light on the path. The text is overlaid on the image.

Old Woughton Parish Council

Annual General Meeting

Monday 9th May 2016

Welcome

- 1.** Signing of Declarations of Acceptance of Office
- 2.** Election of Chair for the forthcoming year
- 3.** Election of Vice Chair for the forthcoming year
- 4.** Acceptance of Standing Orders
- 5.** Acceptance of Code of Conduct

6. Review of Fixed Assets Schedule

7. Appointment of external representatives for the forthcoming year:

7.1. *WotG Welfare Trust representative*

7.2. *MK Parishes Forum representative*

8. Appointment of Internal Representatives for the forthcoming year:

8.1. *Allotments*

8.2. *Noticeboards and newsletters*

8.3. *Dog bins*

8.4. *Finance*

8.5. *Budget*

8.6. *Planning*

8.7. *Village Greens*

9. Liaison Roles for the forthcoming year:

9.1. *MKC consultations*

9.2. *Finance*

9.3. *Transport*

9.4. *Canals and Rivers Trust*

9.5. *Parks Trust*

9.6. *Woughton Playing Fields*

9.7. *Pavilion*

A photograph of a red bus driving on a paved road that is lined with lush green trees and bushes. The scene is bright and sunny, with shadows cast across the road. The bus is positioned in the middle ground, moving away from the viewer. The overall atmosphere is peaceful and scenic.

Old Woughton Parish Council

Monday 9th May 2016



Welcome

1 Public Open Forum

15 minutes for public to raise matters for the attention of the Council

Matters relating to the current agenda will be considered at that point

New matters will be scheduled for a future meeting

Questions will be answered immediately or an answer arranged, as appropriate

2 Procedural

2.1 Apologies – (Chair)

2.2. Councillors – (Chair)

2.2.1. Thanks to retiring councillors

2.2.2. Welcome to new councillors

2.2.3. Woughton on The Green N vacancy

2.3. Declarations of interest – (Chair)

**2.4. To agree the minutes of the OWPC Meeting 14 Mar 2016 –
(Chair)**

**2.5. Matters arising from the OWPC Minutes not covered
elsewhere on the Agenda – (Chair)**

3 Finance

3.1. Year end figures and approval of the latest payments schedule – (*Clerk*)

OLD WOUGHTON PARISH COUNCIL			
All figures exclusive of VAT	2015/2016 BUDGET	ACTUAL Y.T.D	Variance
RECEIPTS - OPERATIONAL			
Precept	9,104.00	9,139.39	35.39
Interest		0.56	0.56
HMRC			
Grants			
Total Receipts	9,104.00	9,139.95	35.95
PAYMENTS - OPERATIONAL			
Administration costs	690.00	1,144.69	(454.69)
Allotment expenses	5,904.00	6,388.66	(484.66)
Allotment rental	(4,720.00)	(5,456.34)	736.34
OWIS	408.00	460.54	(52.54)
Audit Fees	450.00	100.00	350.00
Chair's Expenses	103.00	57.65	45.35
Community fund	773.00	476.20	296.80
Dog bin clearance	1,753.00	1,912.40	(159.40)
Grants - S137 (community)	250.00		250.00
Insurance	308.00	293.23	14.77
Staff Costs	3,381.00	3,569.61	(188.61)
Training - Clerk/Councillors	515.00		515.00
Reserves			
VAT refund			
Sub-total (Operations)	9,815.00	8,946.64	868.36
PAYMENTS - CAPITAL PROJECTS			
Allotment Projects	2,040.00	247.50	1,792.50
Projects	1,200.00	440.53	759.47
Total Payments	13,055.00	9,634.67	3,420.33
Surplus	(3,951.00)	(494.72)	3,456.28

Summary Cash book position at 31 March 2016

Main Current Account	£20,764
Allotments Current Account	£6,233
Business Reserve Account Rental deposits	£3,573
Deposit Account	£35,000
TOTAL	£65,569

PAYMENTS FOR THE PERIOD

	March 2016 - May 2016 Meetings	gross	VAT to
date	category	amount	reclaim
Main account			
24/03/2016	N/letter & n/bd printing	£84.51	
05/04/2016	new website expenses	£59.30	£9.88
05/04/2016	Woughton Ec P (Church Hire) Jan/Mar	£80.00	
05/04/2016	Woughton Heritage (Ward Cllr grant)	£500.00	
07/04/2016	Clerk's Salary	£242.81	
07/04/2016	AH Contracts (dog bins) - 8606	£188.50	£31.42
28/04/2016	APM expenses	£26.67	
28/04/2016	N/letter/leaflet printing	£80.00	
28/04/2016	admin expenses	£85.06	£4.36
28/04/2016	Clerk's Salary	£242.81	
Allotments			
22/03/2016	Anglian Water	£1,192.07	
24/03/2016	key deposits - transfer	£1,454.99	
14/03/2016	refund of over payment	<u>£0.21</u>	
	TOTAL	£4,236.93	£45.66

3 Finance

- 3.2. **Accounts Software** – Finance Information System (OWFIS) update - *(Clerk)*
- 2.3. **External Audit**– to agree that the External Audit Form may be signed off between meetings - *(Clerk)*
- 3.4. **Backdated claim for Use of Home as Office** – *(Clerk)*

4 Allotments

4.1 Patch Report and Spending - (*Cllrs Kenyon, Nash, ?*)



9 May 2016



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5 Environment

5.1 Speed Humps (WoTG N) - To agree a formal request that they be re-profiled during the re-surfacing works –
(Clerk)

5.2 Legacy Offer – update *(Chair)*

5.3 Environment log – *(Clerk)*



5.4. Planning comment:

Update on previous Planning Applications (for info):

- 16/00119/FUL 2 Bellis Grove Woughton On The Green. Demolition of existing conservatory and erection of replacement single-storey rear extension, erection of front porch, enlargement of front kitchen window and replacement link extension between house and annexe (alternative scheme with flat roof and lantern light to rear extension) (Resubmission of 15/01110/FUL)

Permitted

- 16/00167/FUL St Marys Church Newport Road Woughton On The Green, Reinstatement of weathervane at the top of the tower

Permitted

- 16/00300/NMA Mercure Parkside Hotel Newport Road Woughton On The Green, Non material amendment to application 15/00799/FUL for the addition of a fire exit door in the new corridor area and x 3 door height glass panels in pvc.

Refused

Planning Applications Since Last Meeting

- 16/00817/DISCON, 8 The Green Woughton On The Green, Details submitted pursuant to discharge of condition 4 (roof materials) attached to planning permission 13/01870/FUL
- 16/00895/FUL, 4 Foxton Woughton Park, Single storey rear and side extension
- Appeal against Refusal – 38 Passmore; Change of use from residential dwelling (Use Class C3) to house in multiple occupation (Use Class C4) with 5 x lettable rooms (retrospective)

5.5. Village Greens

5.5.1. The Paddocks – (?)

5.5.2. Passmore – (Cllr Blomley)

5.5.3. Woughton Park – (Cllr Blomley)

5.5.4. The Green – (Cllr Nash)

5.5.5. The Orchard – (?)

5.6. Sports Field Right of Way – (?)

5.7. Land to side of Church - (Clerk)

5.8. Woughton Park 'Triangle' – (Clerk)



6 Communications

- 6.1. **Training for Parish Councillors – (Clerk)**
- 6.2. **Provision of Parish Laptop – (Chair)**
- 6.3. **MK 50 celebration plans update – (Chair)**
- 6.4. **New Website <http://oldwoughton.org.uk/> report - (Cllr Nash)**
- 6.5. **‘Friends of Old Woughton’ on Facebook report – (Cllr Grindley/Clerk)**
- 6.6. **Outside Meetings reports – (Cllrs, Clerk)**
- 6.7. **Correspondence – (Clerk)**
- 6.8. **Newsletter – (Cllr Howson)**

7 Dates and time of next meetings

Date and Time of next Meetings:

**Monday 11th July 2016 at 1930 hrs, St Mary's Church,
Woughton-on-the-Green**

**Monday 12th September 2016 at 1930 hrs, St Mary's Church,
Woughton-on-the-Green**

